

AGENDA

Board of Directors Meeting

August 1, 2007

Start Time: 9:30 a.m.

*****NOTE LOCATION CHANGE*****

**Arrowhead Country Club
3433 Parkside Drive
San Bernardino, CA
(Proper Attire Required)**

Board of Directors

President

Lawrence Dale, Mayor,
City of Barstow

Vice-President

Gary Ovitt, Supervisor
County of San Bernardino

Jim Nehmens, Mayor
City of Adelanto

Rick Roelle, Mayor
Town of Apple Valley

Bill Jahn, Mayor
City of Big Bear Lake

Dennis Yates, Mayor
City of Chino

Gwenn Norton-Perry, Mayor
City of Chino Hills

Kelly Chastain, Mayor
City of Colton

Mark Nuaimi, Mayor
City of Fontana

Bea Cortes, Council Member
City of Grand Terrace

Mike Leonard, Mayor Pro Tem
City of Hesperia

Larry McCallon, Council Member
City of Highland

Robert Christman, Mayor
City of Loma Linda

Paul Eaton, Mayor
City of Montclair

Rebecca Valentine, Council Member
City of Needles

Paul Leon, Mayor
City of Ontario

Diane Williams, Mayor Pro Tem
City of Rancho Cucamonga

Patricia Gilbreath, Mayor Pro Tem
City of Redlands

Grace Vargas, Mayor
City of Rialto

Patrick Morris, Mayor
City of San Bernardino

Kevin Cole, Council Member
City of Twentynine Palms

John Pomierski, Mayor
City of Upland

Mike Rothschild, Council Member
City of Victorville

Richard Riddell, Mayor
City of Yucaipa

Chad Mayes, Council Member
Town of Yucca Valley

Brad Mitzelfelt, Supervisor
County of San Bernardino

Paul Biane, Supervisor
County of San Bernardino

Dennis Hansberger, Supervisor
County of San Bernardino

Josie Gonzales, Supervisor
County of San Bernardino

Michael Perovich, Caltrans
Ex-Officio Member

Tony Grasso
Executive Director

San Bernardino Associated Governments (SANBAG) is a council of governments formed in 1973 by joint powers agreement of the cities and the County of San Bernardino. SANBAG is governed by a Board of Directors consisting of a mayor or designated council member from each of the twenty-four cities in San Bernardino County and the five members of the San Bernardino County Board of Supervisors.

In addition to SANBAG, the composition of the SANBAG Board of Directors also serves as the governing board for several separate legal entities listed below:

***The San Bernardino County Transportation Commission**, which is responsible for short and long range transportation planning within San Bernardino County, including coordination and approval of all public mass transit service, approval of all capital development projects for public transit and highway projects, and determination of staging and scheduling of construction relative to all transportation improvement projects in the Transportation Improvement Program.*

***The San Bernardino County Transportation Authority**, which is responsible for administration of the voter-approved half-cent transportation transactions and use tax levied in the County of San Bernardino.*

***The Service Authority for Freeway Emergencies**, which is responsible for the administration and operation of a motorist aid system of call boxes on State freeways and highways within San Bernardino County.*

***The Congestion Management Agency**, which analyzes the performance level of the regional transportation system in a manner which ensures consideration of the impacts from new development and promotes air quality through implementation of strategies in the adopted air quality plans.*

***As a Subregional Planning Agency**, SANBAG represents the San Bernardino County subregion and assists the Southern California Association of Governments in carrying out its functions as the metropolitan planning organization. SANBAG performs studies and develops consensus relative to regional growth forecasts, regional transportation plans, and mobile source components of the air quality plans.*

Items which appear on the monthly Board of Directors agenda are subjects of one or more of the listed legal authorities. For ease of understanding and timeliness, the agenda items for all of these entities are consolidated on one agenda. Documents contained in the agenda package are clearly marked with the appropriate legal entity.

**San Bernardino Associated Governments
County Transportation Commission
County Transportation Authority
County Congestion Management Agency
Service Authority for Freeway Emergencies**

Board of Directors

AGENDA

**August 1, 2007
9:30 a.m.**

*****Note Location Change*****

**Arrowhead Country Club
3433 Parkside Drive
San Bernardino, CA**

(Proper Attire Required)

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional meeting procedures and agenda explanations are attached to the end of this agenda.

Call to Order - 9:30 a.m. by Mayor Lawrence Dale

- I. Pledge of Allegiance
- II. Attendance
- III. Announcements
Calendar of Events (Pg. 9)
- IV. Agenda Notices/Modifications – Vicki Watson

1. **Possible Conflict of Interest Issues for the Board Meeting of Pg. 10
August 1, 2007.**

Note agenda item contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

Notes/Actions:

Consent Calendar

Consent Calendar items shall be adopted by a single vote unless removed by Board member request. Items pulled from the consent calendar will be brought up under Agenda Item 17.

Administrative Matters

2. **Board of Directors Attendance Roster** Pg. 11
3. **Procurement Report for June 2007** Pg. 15
Receive Monthly Procurement Report. **Terrence J. McGuire**
This item was unanimously received by the Administrative Committee on July 18, 2007. (Meeting chaired by Gary Ovitt)
4. **Request for Proposal (RFP 08-059) for Third Party Administrator Services** Pg. 17
Authorization and approval to release RFP 08-059 for SANBAG Third Party Administrator (TPA) Services. **Terrence J. McGuire**
This item was reviewed by the Administrative Committee on July 18, 2007 and unanimously recommended for approval. (Meeting chaired by Gary Ovitt)
5. **Policy relative to Retirement Medical Trust Plan** Pg. 24
 1. Approve SANBAG Policy 10112 establishing provisions of SANBAG participation in the San Bernardino County Retirement Medical Trust Plan, and
 2. Approve amendment to SANBAG Policy 10111 deleting provisions relative to cash out of accrued sick leave. **Deborah Barmack****This item was unanimously recommended for approval by the Administrative Committee on July 18, 2007, and reviewed by SANBAG Counsel. (Meeting chaired by Gary Ovitt)**
6. **Approval of lease for Copier/Printer Equipment** Pg. 30
Approve Purchase Order No. 08086 with Xerox Corporation for a five- year lease of equipment in the amount of \$196,198 (\$39,240 annually) as specified in the Financial Impact section below. **Deborah Barmack**
This item was reviewed and unanimously recommended for approval by the Administrative Committee on July 18, 2007. (Meeting Chaired by Gary Ovitt).

Consent Calendar Continued....

Subregional Transportation Planning & Programming

7. **Amendment to Contract 04-058 with Parsons Transportation Group for Preparing a Long Range Transit Plan for San Bernardino County** Pg. 36

Approve Amendment No. 2 to Contract 04-058 with Parsons Transportation Group, extending the Time of Performance to July 2, 2008 and increasing the Contract Budget Authority by \$29,762 for a new total of \$571,760 as identified in the Financial Impact Section. **Mike Bair**

This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (Meeting chaired by Patricia Gilbreath)

Transit/Commuter Rail

8. **Etiwanda Pacific Electric Train Depot** Pg. 42

1. Authorize the City of Rancho Cucamonga to pursue National Registration Designation for the Etiwanda Pacific Electric Train Depot; and

2. Authorize staff to begin the process of disposal of the Etiwanda Train Depot site (APN #0227-121-18) in accordance with California Government Code Section 25363 and 25526. **Mike Bair**

This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (Meeting chaired by Patricia Gilbreath)

9. **Request to Sell Property South of the Redlands Subdivision Between Seventh and Ninth Streets in the City of Redlands** Pg. 45

Authorize staff to begin the process of disposal of the Property south of the Redlands Subdivision right-of-way between Seventh and Ninth Streets (APN #0169-313-17) in accordance with California Government Code Sections 25363 and 25526. **Mike Bair**

This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (Meeting chaired by Patricia Gilbreath)

10. **Lease with the National Railroad Passenger Corporation (Amtrak)** Pg. 48

Receive Information. **Mike Bair**

This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (Meeting chaired by Patricia Gilbreath)

Consent Calendar Continued....

Transit/Commuter Rail (Cont.)

11. **Amendment to the Pasadena-Redlands Easement, Pasadena-Redlands Trackage Rights, SB Shops Trackage Right and Cajon Trackage Rights Shared Use Agreement** Pg. 50

Approve Amendment No. 1 to the Pasadena-Redlands Easement, Pasadena-Redlands Trackage Rights, SB Shops Trackage Rights and Cajon Trackage Rights Shared Use Agreement (Contract 93-995) with the Burlington Northern and Santa Fe Railway Company (BNSF).
Mike Bair

This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (Meeting chaired by Patricia Gilbreath)

12. **Promotional Campaign for San Bernardino Line Weekend Service** Pg. 56

Authorize Purchase Orders P08067 to the San Bernardino County Sun in the amount of \$50,000 and P08068 to the Inland Valley Daily Bulletin in the amount of \$50,000. **Victoria Baker**

This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (Meeting chaired by Patricia Gilbreath)

Transportation Programs & Fund Administration

13. **Population Estimated Used to Determine the Apportionment of Local Transportation Funds (LTF)** Pg. 58

Continue the use of the January State Controller's Population Estimate for the Apportionment of the LTF. **Mike Bair**

This item was reviewed by the Administrative Committee on July 18, 2007 and unanimously recommended to continue to use the January State Controller's Population Estimate for determining the LTF Apportionments. (Meeting chaired by Gary Ovitt)

Consent Calendar Continued....

Transportation Programs & Fund Administration (Cont.)

14. Substitution of State Transit Assistance Fund (STAF) for \$8.149 million in 2006 State Transportation Improvement Program (STIP) Augmentation Funds for Four (4) Transit Projects and Increase Funding for the Rancho Cucamonga Metrolink Station Pedestrian Undercrossing in the amount of \$1.401 million Pg. 63

1. Approve the substitution of STAF for \$8.149 million in 2006 STIP Augmentation approved by the Board for the following four (4) Transit Projects: Chaffey College Transcenter, \$3.0 million; Yucca Valley Transit Center, \$0.7 million; Construction of Natural Gas Line to the new VVTA Facility, \$1.6 million; additional funding for the Rancho Cucamonga Metrolink Station Pedestrian Undercrossing, \$2.849 million.

2. Approve an increase of \$1.401 million in STAF for the Rancho Cucamonga Metrolink Pedestrian Undercrossing for a New Total Budget of \$7.5 million.

3. Approve amendments to the Omnitrans, Morongo Basin Transit Authority (MBTA), Victor Valley Transit Authority (VVTA) and SANBAG Passenger Rail Fiscal Year 2008-2012 Short Range Transit Plan (SRTPs) for the above projects.

4. Approve amendment to Budget Task 50708000 – State Transit Assistance Fund increasing the Budget Authority by \$9,550,000 for a new total of \$22,525,000 as identified in the Financial Impact Section.
Mike Bair

This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval.
(Meeting chaired by Patricia Gilbreath)

DISCUSSION ITEMS

Program Support/Council of Governments

15. State and Federal Legislative Program Update Pg. 66
Receive report and file. Jennifer Franco

This item has not been reviewed by any SANBAG policy committee. This item is scheduled for review by the Board of Directors on August 1, 2007.

Discussion Items Continued....

Transit/Commuter Rail

16. Operations Analysis of the Barstow Area Transit Pg. 67

Authorize the release of Request for Proposal (RFP) 08029 – Operations Analysis of the Barstow Area Transit. **Victoria Baker**

This item was scheduled to be reviewed by the Mountain/Desert Committee on July 20, 2007, but due to a lack of quorum the committee meeting was cancelled.

Other Matters

17. Consent Calendar Items Pulled for Discussion

Items pulled from the consent calendar shall be taken under this item in the order they were presented on the calendar.

Comments from Board Members

Brief Comments from Board of Directors

Public Comment

Brief Comments by the General Public

CLOSED SESSION

**Conference with Legal Counsel - Existing Litigation
(Government Code section 54956.9(a))**

San Bernardino Associated Governments v. Reyco Case No. RIC442491

ADJOURNMENT

Additional Information

Agency Reports/Committee Memberships

Commuter Rail Report Pg. 75

Mayor Pro Tem Patricia Gilbreath

South Coast Air Quality Management Report Pg. 78

Mayor Dennis Yates

Mobile Source Air Pollution Reduction Review Committee (MSRC) Pg. 80

Mayor Gwenn Norton-Perry

SCAG Committees

Pg. 85

SCAG Regional Council

SCAG Policy Committees

Community, Economic and Human Development

Energy and Environment

Transportation and Communications

SANBAG Policy Committees

Pg. 86

Acronym List

Pg. 89

Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Meeting Procedures and Rules of Conduct

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Agendas – All agendas are posted at 1170 W. 3rd Street, 2nd Floor, San Bernardino at least 72 hours in advance of the meeting. Complete packages of this agenda are available for public review at the SANBAG offices and our website: www.sanbag.ca.gov. Staff reports for items may be made available upon request. For additional information call (909) 884-8276.

Agenda Actions – Items listed on both the "Consent Calendar" and "Items for Discussion" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

Closed Session Agenda Items – Consideration of closed session items *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a "Request to Speak" form, provided at the rear of the meeting room, and present it to the SANBAG Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for *each* item when an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject within the Board's authority. *Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in "Public Testimony on any Item" still apply.*

Disruptive Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for meetings. Your cooperation is appreciated!*



Important Things to Know for ... August 2007

SANBAG Meetings – Cancelled:

None

SANBAG Meetings – Scheduled:

Administrative Committee	Aug. 8	1 p.m.	The Super Chief
Major Projects Committee	Aug. 9	9 a.m.	The Super Chief
Plans and Programs Committee	Aug. 15	1 p.m.	The Super Chief
Mountain-Desert Committee	Aug. 17	9 a.m.	Town of Apple Valley
SCRRA Delegates Briefing	Aug. 22	8:30 a.m.	El Capitan

Other Meetings:

Measure I Strategic Plan Workshop	Aug. 1	After Board Meeting	Arrowhead Country Club, San Bernardino
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NOTE: September Board of Directors Meeting tentatively scheduled for September 12, due to conflict of League of California Cities meeting.

For additional information, please call SANBAG at (909) 884-8276

Your Travel Tip for August

Throughout the region, many children are headed back to school. Watch for flashing lights on school buses. These lights mean for other drivers to stop! Be sure to watch for students, and remember that the speed limit near schools is 25 miles per hour.



- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
 ■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 1

Date: August 1, 2007

Subject: Information Relative to Possible Conflict of Interest

Recommendation*: Note agenda items and contractors/subcontractors which may require member abstentions due to possible conflicts of interest.

Background: In accordance with California Government Code 84308, members of the Board of Directors may not participate in any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve months from an entity or individual. This agenda contains recommendations for action relative to the following contractors:

Item No.	Contract No.	Contractor/Agents	Subcontractors
6	08086	Xerox Corporation <i>Phillipa Riley</i>	None
7	04-058-2	Parsons Transportation Group <i>James F. Rollings</i>	None
11	93-995-1	Burlington Northern and Santa Fe Railway Company <i>D. J. Mitchell</i>	None
12	P08067	San Bernardino County Sun	None
12	P08068	Inland Valley Daily Bulletin	None

Financial Impact: This item has no direct impact on the 2007/2008 Budget.

Reviewed By: This item is prepared monthly for review by the Board of Directors and policy committee members.

<i>Approved</i> <i>Board of Directors</i>	
<i>Date:</i> _____	
<i>Moved:</i>	<i>Second:</i>
<i>In Favor:</i>	<i>Opposed:</i>
<i>Abstained:</i>	
<i>Witnessed:</i> _____	

BOARD OF DIRECTORS ATTENDANCE RECORD - 2007

Name	Jan	Feb	March	April	May	May 9 th Special Board Mtg	June	July	July 19 th Special Board Mtg	Aug	Sept	Oct	Nov	Dec
Gary Ovitt Board of Supervisors	X	X		X	X		X	X	X					
Brad Mitzelfelt Board of Supervisors	X	X			X		X							
Paul Biane Board of Supervisors	X	X		X	X	X	X	X	X					
Dennis Hansberger Board of Supervisors	X	X	X	X	X	X	X	X	X					
Josie Gonzales Board of Supervisors		X	X		X	X	X	X	X					
Jim Nehmens City of Adelanto	X	X	X	X	X		X	X						
Rick Roelle Town of Apple Valley	X	X	X	X	X	X	X	X	*					
Lawrence Dale City of Barstow	X	X	X		X	X	X	X	X					
Bill Jahn City of Big Bear Lake		X	X	X	X	X	X	X						
Dennis Yates City of Chino	X	X	X	X	X	X	X	X	X					
Gwenn Norton-Perry City of Chino Hills			X	X	X	X			X					
Kelly Chastain City of Colton	X	X	X	X		X	X		X					
Mark Nuaimi City of Fontana	X	X	X	X	X	X	X	X	X					
Bea Cortes City of Grand Terrace	X	X	X	X	X	X	X	X	X					
Mike Leonard City of Hesperia		X	X		X	X	X	X	X					

X = member attended meeting.

* = alternate member attended meeting. Empty box = Did not attend meeting. Crossed out box = not a Board Member at the time.

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BOARD OF DIRECTORS ATTENDANCE RECORD - 2007

Name	Jan	Feb	March	April	May	May 9 th Special Board Mtg	June	July	July 19 th Special Board Mtg	Aug	Sept	Oct	Nov	Dec
Larry McCallon City of Highland	X	X	X	*	X	X	X	X	X					
Robert Christman City of Loma Linda	X	X	X	X	X	X	X	X	X					
Paul Eaton City of Montclair	X	X	X	X	X	X	*	X	X					
Rebecca Valentine City of Needles		X	X	X	X	X	X	X						
Paul Leon City of Ontario	X	X	X	X	X	X		X	X					
Diane Williams City of Rancho Cucamonga	X	X	X	X	X	X	X	X	X					
Pat Gilbreath City of Redlands	X	X	X	X	X	X	X	X	X					
Grace Vargas City of Rialto	X	X	X	*	X	X	X	*	X					
Patrick Morris City of San Bernardino	X	X	X	X	X	X	X	X	X					
Kevin Cole City of Twentynine Palms	X	X	X			X	X	X						
John Pomierski City of Upland	X	X			X		X	X	X					
Mike Rothschild City of Victorville	X	X	X	X	*	*	X	X	X					
Dick Riddell City of Yucaipa	X	X		X	X		X	X	X					
Chad Mayes Town of Yucca Valley	*		X	X	X		X	X	X					
Michael Perovich Ex-Official Member	X	X	X	X	X	Paul Engstrom	X	Syed Raza	X					

X = member attended meeting.

* = alternate member attended meeting. Empty box = Did not attend meeting. Crossed out box = not a Board Member at the time.

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BOARD OF DIRECTORS ATTENDANCE ROSTER - 2006

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Gary Ovitt			X	X	X	X	X	X	X	X	X	
Bill Postmus			X		X			X				
Paul Biane	X	X	X			X			X		X	X
Dennis Hansberger	X	X	X	X	X	X	X	X	X	X	X	X
Josie Gonzales	X	X	X	X		X		X	X			
Jim Nehmens	X	X	X		X	X		X	X	X	X	X
Rick Roelle	X	X	X	X	X	X	X	X	X	X	X	X
Lawrence E. Dale	X	X	X		X	X	X	X	X	X		X
Darrell Mulvihill	X	X				X		X	X			
Dennis Yates	X	X	X	X	X	X	X	X	X	X	X	
Gwenn Norton-Perry	X		*	X	*	X	X	X	X	*	X	
Deirdre Bennett							X	X	X	X		
Kelly Chastain	X	X	X	X	X	X						
Mark Nuaimi	X	X	X	X	X	X	X	X	X	X	X	X
Bea Cortes	X	X	X	X	X	X	X	X	X	X	X	X
James Lindley	X	X	X	X	X	X	X	X	X	X	X	X
Larry McCallon	X	X	X	X	X	X	X	X	X	X	X	X

X - indicates member attended meeting. * - indicates alternate member attended meeting. Crossed out box indicates member is not a Board Member.

BOARD OF DIRECTORS ATTENDANCE ROSTER – 2006

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Robert Christman	X	X	X	X	X	X	X	X	X	X	X	X
Paul Eaton	X	X	X	*	X	X	X	X	X	X	X	
Rebecca Valentine	X	X	X	X	X	X	X	X	X	X	X	X
Alan Wapner	X	X	X		X	X	X	X	X	X	X	
Diane Williams	X	X	X	X	X	X	X	X	X	X		X
Pat Gilbreath	X	X	X	X	X		X	X	X	X	X	X
Grace Vargas	X	X	X	X		X	X	X	X	X	X	X
Judith Valles	X	X	X	X	X	X	X	X	X	X	X	X
Patrick Morris	X	X	X	X	X	X	X	X	X	X	X	X
Kevin Cole	X	X	X			X	X		X			X
John Pomierski	X		X	X	X	X		X	X			X
Mike Rothschild	X	X	X	X	X	X	X	X	X	X	X	X
Dick Riddell	X	X	X	X	X	X	X	X	X	X	X	X
Paul Cook	X	X	X	X	X	X	*	X	X	X	X	*
Michael Perovich Ex-Official Member	X	*	X	*	X	X	X	*	X	X	X	X

X - indicates member attended meeting.

* - indicates alternate member attended meeting.

Crossed out box indicates member is not a Board Member.

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 3

Date: August 1, 2007

Subject: Procurement Report for June 2007

Recommendation:* Receive Monthly Procurement Report.

Background: The Board of Directors approved the Contracting and Procurement Policy (Policy No. 11000) on January 3, 1997. The Executive Director, or his designee, is authorized to approve Purchase Orders up to an amount of \$25,000. All procurements for supplies and services approved by the Executive Director, or his designee, in excess of \$5,000 shall be routinely reported to the Administrative Committee and to the Board of Directors.

Attached are the purchase orders in excess of \$5,000 to be reported to the Board of Directors for the month of June 2007.

Financial Impact: This item imposes no impact on the FY 2006/2007 Budget. Presentation of the monthly procurement report will demonstrate compliance with the Contracting and Procurement Policy (Policy No. 11000).

Reviewed By: This item was unanimously received by the Administrative Committee on July 18, 2007. (*Meeting chaired by Gary Ovitt*).

Responsible Staff: Terrence J. McGuire, Chief Financial Officer

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ISF08

Approved
Board of Directors

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

PURCHASE ORDERS ISSUED FOR JUNE 2007

P.O. #	Vendor	Purpose	Sole Source Y/N	Amount
07260	National Event Services	Porta-potties for 210 Freeway Event	Y	\$ 9,429.20
07261	Ajilon Finance	Temporary Svcs. For Vacancy in Finance	N	22,016.00
07264	Yes Signs & Banners	Sign & Banners for 210 Freeway Event	Y	8,082.25
07267	Studio 33	Rental Equipment for 210 Freeway Event	Y	7,939.00
07277	TH Enterprises, Inc.	Network Server	N	10,610.00
07278	TH Enterprises, Inc.	Computer Workstations	N	21,623.25
		TOTAL PURCHASE ORDERS ISSUED		\$79,699.70

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 4

Date: August 1, 2007

Subject: Request for Proposal (RFP 08-059) for Third Party Administrator Services

Recommendation:* Authorization and approval to release RFP 08-059 for SANBAG Third Party Administrator (TPA) Services.

Background: Crawford Technical Services has been the SANBAG TPA since 2002. SANBAG did not have a TPA prior to 2002. The TPA was hired based upon the recommendation of Marsh Risk Management Services (the SANBAG insurance broker) and the General Liability insurance carriers when SANBAG reduced the Self Insured Retention for its policies from \$200,000 to \$50,000. The TPA advises SANBAG on the disposition of claims under the policies.

Pursuant to policy direction, SANBAG has required that this type of contract be awarded on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services at a fair and reasonable price to SANBAG. Such selection shall take into consideration prior experience of the firm and/or representatives, understanding of work to be completed, knowledge of the working environment, and particular skills and expertise of the firm and/or representatives proposed for the function.

Included in the agenda packet is a copy of the RFP for the Third Party Administrator services. The RFP defines the schedule for the selection process, the purpose of the request and the evaluation process and a list of issues expected to be addressed in the response.

Approved
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

Financial Impact: There is no financial impact of this item at this time.

Reviewed By: This item was reviewed by the Administrative Committee on July 18, 2007 and unanimously recommended for approval. (*Meeting chaired by Gary Ovitt*).

Responsible Staff: Terrence J. McGuire, Chief Financial Officer

San Bernardino County Transportation Authority
Request for Proposal No. 08-059
Third Party Administrator (TPA) Services

I. Introduction

On November 7, 1989, the voters of San Bernardino County approved Measure I, authorizing a ½% sales tax for transportation purposes for 20 years. The original estimates were that the funding for this twenty-year program would amount to over \$1.8 billion. In 2004, the voters approved an extension of Measure I for 30 years to 2040. The legislation provides for the San Bernardino County Transportation Authority (the Authority) to administer these funds. The Authority is composed of twenty-nine member board representing the cities of Adelanto, Barstow, Big Bear Lake, Chino, Chino Hills, Colton, Fontana, Grand Terrace, Hesperia, Highland, Loma Linda, Montclair, Needles, Ontario, Rancho Cucamonga, Redlands, Rialto, San Bernardino, Twentynine Palms, Upland, Victorville, and Yucaipa; the Towns of Apple Valley and of Yucca Valley; the San Bernardino County Board of Supervisors; an appointee from the Governor (Caltrans).

San Bernardino Associated Governments (SANBAG) is the umbrella joint powers agency where the Board of Directors also serves as the County Transportation Commission, the County Transportation Authority, the County Congestion Management Agency, and the Service Authority for Freeway Emergencies. Proposers should understand that for insurance purposes the organization, by whatever name, is essentially one and the same.

Marsh Risk Management Services has been the Authority's broker since 2001. HRH was recently hired to serve as the SANBAG insurance broker. Crawford Technical Services is the current SANBAG Third Party Administrator (TPA) and has served in that position since 2002. The Authority's renewal date for all policies is December 1, 2007.

This Request for Proposal (RFP) describes the Authority's needs for TPA services. It is organized into the following sections:

- I. Introduction
- II. Purpose of the Request
- III. Evaluation Process
- IV. Selection Timetable
- V. Scope of Service
- VI. Format for Proposals
- VII. Award of the Contract

II. Purpose of the Request

A. General Statement

SANBAG is inviting proposals for TPA services. The successful firm will assume responsibility for advising SANBAG on General Liability insurance claims and administer the self insured retention associated with such claims.

III. Evaluation Process

A. General Description

1. Firms are requested to respond to this solicitation in the manner more fully described in Section V below.
2. SANBAG and local agency staff will review and evaluate the responses received against the evaluation criteria listed below.
3. The firms will be short listed by SANBAG and related agency staff members.

B. Evaluation Criteria

The following criteria will be considered in evaluating the responses received:

1. Qualification and experience of the firm. This will be evaluated based on the breadth and depth of the firm's experience as a whole in the performance of comparable TPA services assignments.
2. Qualification and experience of the individuals to perform the work. This will be based on the resume of the individual(s) who will actually oversee and perform the work, especially those senior staff committed to participation in the work.
3. Organization of the work and management plan. This will be based on the proposed approach to organizing, managing, and implementing the necessary task.
4. Demonstrated understanding of SANBAG's needs and proposed method of approach.
5. References for comparable current or past assignments. This will be based on references from several clients where comparable work was performed.

6. Actual or Potential Conflict of Interest. This will be based on an assessment of the firms' client list and the extent to which the firm may represent transportation related entities whose interests may conflict with the Authority's.
7. Record of performance and demonstrated ability to produce quality work and meet schedules.
8. Fee proposal, based upon hourly rates and expense reimbursement.
9. Office location and available resources.

IV. Selection Timetable

The following timetable will apply to this RFP.

<u>Item</u>	<u>Date</u>
Release RFP	August 2, 2007
Proposals Due – 3:00 pm	August 24, 2007
Determination of Short List	August 27 - 31, 2007
Interviews	September 12 -13, 2007
Recommendation to Administrative Committee	October 10, 2007
Administrative Committee recommendation to the Board of Directors	November 7, 2007

V. Scope of Services

Once the firm has been selected, they will be responsible for providing comprehensive claim management services primarily in the areas of Comprehensive General Liability and Property coverage areas.

VI. Format for Proposals

- A. Letter of Transmittal
- B. Executive summary
- C. Table of Contents
- D. General Information

A discussion of the firm including location of company headquarters, any branch offices, number of years in business and organization, and staff's qualification including relevant experience. Please include the name of the individual(s) assigned to this account along with a summary of their background.

Provide information that will address each of the topics listed as evaluation criteria in section III B above.

In addition to the information above, please address the following:

1. Describe your company's philosophy/approach to providing comprehensive claim management services.
2. What distinguishes your firm's claim administration capabilities from your competitors in the industry?
3. In addition to your fee proposal, please provide a list of additional charges not included with the proposed pricing/cost quote. Outline the scope of services to be included within your proposed pricing and those billed as allocated charges to the claim file (i.e. "index" searches, SIU fees, medical management fees, and legal expenses). Please state whether you will charge any overhead fees on services provided by companies other than yours and how such fees will be determined.
4. Describe how you would propose to handle the transition of services to your company.
5. Provide specific information on your RMIS systems as it may apply to this assignment.

E. References-

Identify the number of public agencies for which your firm currently provides TPA services. Provide a minimum five references of current similar engagements with other agencies (preferably governmental, including individuals whom we may contact for reference).

F. Submission of Proposals-

The offeror shall submit five copies of its proposal to:

Mr. Terrence J. McGuire
Chief Financial Officer
San Bernardino Associated Governments
1170 West 3rd Street, 2nd Floor
San Bernardino, CA 92410-1715

Proposals must be received at the above address no later than 3:00 p.m. on August 24, 2007. Faxes will not be accepted. Proposals or proposal modifications will not be accepted after the closing date.

Any inquiries concerning this RFP should be made to Mr. Terrence J. McGuire, Chief Financial Officer, (909) 884-8276, ext. 124.

No contacts of any kind shall be made with Board members, their staffs, or the Authority staff other than as provided above. It is intended that the selection shall be made on merit alone within the process set forth. Violation of this condition shall be cause for immediate termination of the proposal.

VII. Award of Contract

SANBAG reserves the right to reject any and all proposals. Award of the TPA services contract will be made to the firm, in the sole opinion of SANBAG which will provide the best service, and best meets the needs of the SANBAG.

The terms and conditions of the work shall be set forth in a final TPA services contract. The engagement shall be for three years with two one-year options that can be exercised only by written amendment.

Minute Action

AGENDA ITEM: 5

Date: August 1, 2007

Subject: Policy relative to Retirement Medical Trust Plan

- Recommendation:***
1. Approve SANBAG Policy 10112 establishing provisions of SANBAG participation in the San Bernardino County Retirement Medical Trust Plan.
 2. Approve amendment to SANBAG Policy 10111 deleting provisions relative to cash out of accrued sick leave.

Background: On April 4, 2007, the Board approved SANBAG participation in the San Bernardino County Retirement Medical Trust Plan and requested that the Board of Supervisors approve participation by SANBAG. On July 17, 2007, SANBAG participation in the Plan was approved by the San Bernardino County Board of Supervisors.

This item seeks approval of SANBAG Policy 10112, which outlines provisions of participation as presented in April 2007 and as amended into the Plan by Board of Supervisors action. Under the Plan, SANBAG will contribute .5% of salary to the Retirement Medical Trust account of employees who have completed ten years of service. Upon retirement or separation, payment for unused accrued sick leave will be deposited into the trust account. Proceeds in the trust account can only be expended for medical expenses upon retirement or separation and are tax free at the time of deposit and expenditure.

*

*Approved
Board of Directors*

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

This item also recommends amendment to SANBAG Policy 10111 to delete prior provisions for cash out of unused accrued sick leave after ten years of service with SANBAG.

Financial Impact: There are no financial impacts resulting from approval of these policies. Financial impacts of participation in the Retirement Medical Trust Plan were considered and approved by the Board action of April 4, 2007.

Reviewed By: This item was unanimously recommended for approval by the Administrative Committee on July 18, 2007, (*Meeting chaired by Gary Ovitt*), and reviewed by SANBAG Counsel.

Responsible Staff: Deborah Robinson Barmack
Director of Management Services

BOARD OF DIRECTORS AGENDA ITEM
(ATTACHMENT)
AUGUST 1, 2007

San Bernardino Associated Governments	Policy	10112
Adopted by the Board of Directors April 3, 1991	Revised	7/11/07
Retirement Medical Trust Fund	Revision No.	New
Table of Contents Purpose Authorization References Definitions Retirement Medical Trust Fund Revision History		

I. PURPOSE

Participation in the Retirement Medical Trust Fund has been approved to assist eligible employees with the high cost of medical and dental expenses upon retirement. The purpose of this policy is to establish guidance for participation in the Retirement Medical Trust Fund.

II. AUTHORIZATION

On April 4, 2007, the SANBAG Board of Directors approved SANBAG participation in the San Bernardino County Retirement Medical Trust Plan. The Board of Supervisors approved participation by San Bernardino Associated Governments effective July 7, 2007.

III. REFERENCES

Policy 10111, Work Hours, Leaves, Absences

IV. DEFINITIONS

Note: Refer to Policy 10111 for definition of Sick Leave Accrual

V. RETIREMENT MEDICAL TRUST FUND PLAN

The Retirement Medical Trust Fund has been established for employees with ten (10) or more years of participation in the San Bernardino County Employees' Retirement Association (SBCERA).

A. **Eligibility.** After ten (10) or more years of participation in the San Bernardino County Employee's Retirement Association (SBCERA), employees may participate in the Retirement Medical Trust Plan operating at the County of San Bernardino. Participation in other public sector retirement systems may also be counted toward the 10-year requirement provided the employee has not withdrawn his/her contributions from the system(s) and the employee is also a participant in SBCERA. Employees who wish to receive credit for participation in other public retirement systems must provide written evidence of participation and evidence that contributions made to the system(s) have not been withdrawn.

B. **Administration.** The Trust is a Voluntary Employee Benefit Association (VEBA) and will comply with all provisions of Section 501(c) (9) of the Internal Revenue Code. The Trust is administered by a Board of Trustees, who manages resource of the Trust and who determines applicable administrative fees for managing the trust fund. The Trustees will insure that payments of qualified medical expenses incurred by retirees or their eligible dependents will be appropriately reimbursed. The trust agreement and plan adopted by the Board of Trustees shall govern and control the benefit, procedures, and the manner in which the individual trust accounts are handled.

The Trust will establish individual account for each participant which will be credited with interest earnings/losses based on the investment performance of the participant's individual account. All of the contributions to the Trust Fund will be treated for tax purposes as employer, non-elective contributions resulting in tax-free contributions and earnings for the

Board of Directors Agenda Item
(Attachment)
August 1, 2007

participant and tax-free contributions for SANBAG. All of the distributions from the Trust Fund made to retirees or their eligible dependents for the reimbursement of qualified medical expenses as defined by the Internal Revenue Codes (including medical insurance payments) will also be non-taxable to the retiree or the retiree's eligible dependent(s).

C. Components of the Plan

1. The plan provides for a personal trust account to be established for each eligible employee for payments of qualified medical expenses incurred by the retiree or his/her eligible dependents. The provisions of the plan have two main components:
 - (a) SANBAG contributes one-half of one percent (.5%) of an eligible employee's biweekly salary to the Trust for the employee's Retirement Medical Trust account.
 - (b) At separation from SANBAG for reasons other than death, all eligible employees will be required to contribute the cash value of their unused sick leave balances to the Trust in accordance with the conditions described below:

Amount of Remaining Sick Leave	Cash Value Formula
001 to 399 Hours	40%
400 to 600 Hours	50%
601 to 800 Hours	60%
801 to 1,400 Hours	75%

2. All contributions to the Retirement Medical Trust are tax free at the time of deposit and withdrawal. Expenditures from the account are limited to medical expenses only and can only be made upon retirement or separation. The Trust account is self-directed by the employee and managed by a third party administrator, paid from participant contributions.

D. Retirement or Separation. Employees who hold regular positions at SANBAG and who have contributed to the SBCERA retirement system or other public entity retirement system for more than ten (10) years and have not withdrawn the contributions from the system(s), and who separate from SANBAG service for reason other than death shall receive compensation in accordance with the provisions of the Retirement Medical Trust Fund.

E. Death. For employees with (10) years of continuous service from date of hire in a regular position, upon death while in SANBAG service, the estate of a deceased employee will be paid for unused sick leave balances according to the following formula:

Sick Leave Balances as of Date of Separation	Cash Payment % of Hours of Sick Leave Balance
480 Hours or less	30%
481 to 600 Hours	35%
601 to 720 Hours	40%
721 to 840 Hours	45%
841 to 1000 Hours	50%

VI. REVISION HISTORY

Revision No.	Revisions	Adopted
0	Adopted by the Board of Directors.	

San Bernardino Associated Governments	Policy	10111
Adopted by the Board of Directors April 3, 1991	Revised	7/11/07 9/13/06
Work Hours, Leaves, and Absences	Revision No.	8 7

Table of Contents

[Purpose](#) | [Authorization](#) | [References](#) | [Definitions](#) | [Work Standards](#) | [Vacation Leave](#) | [Sick Leave](#) | [Medical Emergency Leave](#) | [Administrative Leave](#) | [Holiday Leave](#) | [Pregnancy Disability Leave](#) | [Family Medical Leave](#) | [Blood Donor Leave](#) | [Jury Duty and Witness Leave](#) | [Military Leave](#) | [Special Leave](#) | [Unauthorized Absence](#) | [Revision History](#)

I. PURPOSE

The purpose of this policy is to establish standards for work hours, leaves, and absences.

II. AUTHORIZATION

The Executive Director is authorized to implement and interpret this policy on behalf of the agency. The agency will follow all current Fair Labor Standards Act and all applicable California laws related to employee work hours and compensation.

III. REFERENCES

[Policy 10107, Compensation Administration](#)

[Policy 10110, Employment Status and Classification](#)

[Policy 10112, Retirement Medical Trust Fund](#)

[Policy 10122-1, Flexible Benefit Plan](#)

VII. SICK LEAVE

A. Use: Sick leave is granted to regular employees and may be used for:

- Physical or mental illness.
- Injury; pregnancy.
- Medical, optical and dental appointments during working hours.
- Bereavement due to the death of an immediate family member.

Sick leave is intended to be used for illnesses that affect the employee's ability to perform their duties or to attend medical appointments. Sick leave may also be used because the employee's presence is needed to attend to an illness, injury, or medical, optical, and dental appointment of the employee's immediate family.

Sick leave is not intended to be used for taking time off, to be an earned right to time off from work, or for the convenience of resting for the day. Supervisors are responsible for ensuring employees use sick leave for its intended purpose.

B. Sick Leave Accrual: Employees in regular full-time positions accrue 96 hours of sick leave per year. Employees in regular part-time positions accrue sick leave at a pro rated amount. There is no limit on sick leave accumulation. Sick leave accrues from first day of hire and is available for immediate use for valid reasons as identified in par. VII.A.

August 1, 2007

C. Unused Sick Leave

1. **Converting Unused Sick Leave to Vacation:** Employees who have accrued in excess of 500 hours of sick leave may convert the unused portion of sick leave in excess of 500 hours to vacation leave, on the basis of 50 percent, that is, two hours of sick leave for one hour of vacation leave.
2. **Payout of Unused Sick Leave Upon Retirement, Separation, or Death:** ~~After ten years of continuous service and upon retirement, death, or separation, the employee or the estate of a deceased employee will be paid for 50 percent of unused sick leave to a maximum of 500 hours of pay at the current hourly rate. Refer to Policy 10112.~~

XVIII. REVISION HISTORY

Revision No.	Revisions	Adopted
8	Par. III: Added Policy 10112, Retirement Medical Trust Fund Par. VII.C.2: Revised to refer to Policy 10112, Retirement Medical Trust Fund – payout of unused sick leave upon retirement, separation, or death is now in Policy 10112.	

Minute Action

AGENDA ITEM: 6

Date: August 1, 2007

Subject: Approval of lease for Copier/Printer Equipment

Recommendation:* Approve Purchase Order No. 08086 with Xerox Corporation for a five- year lease of equipment in the amount of \$196,198 (\$39,240 annually) as specified in the Financial Impact section below.

Background: On January 7, 2004, the Board approved Purchase Order No. 0457 for the lease of copiers/printers for a term of five years. This item seeks to approve a renegotiated Purchase Order No. 08086 for lease of four new pieces of equipment reducing current lease rates.

SANBAG staff has negotiated the recommended purchase order with Xerox Corporation, which is on the San Bernardino County approved vendor list. This purchase order will upgrade two existing full-sized copier/printers and eliminate a third full-sized copier. It will also provide two desktop copier/printers to replace existing aged printers. The contract provides for full maintenance of all equipment for the term of the contract. The new purchase order will provide newer, more functional equipment at a reduced cost to SANBAG.

*

*Approved
Board of Directors*

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

Financial Impact: The full cost of this purchase order is \$196,198. The annual cost of \$39,240 is consistent with the adopted budget, ISF08 Indirect Allocation. Although the funding for this lease is by Indirect allocation, individual copy jobs are assigned to budget tasks, with budget transfers for actual copier costs allocated quarterly.

The cost to SANBAG under the new purchase order results in a \$306 monthly savings over the existing lease, and an \$18,336 savings over the five year term, based on historic usage rates.

Reviewed By: This item was reviewed and unanimously recommended for approval by the Administrative Committee on July 18, 2007 (*Meeting Chaired by Gary Ovitt*).

Responsible Staff: Deborah Robinson Barmack
Director of Management Services

SANBAG Purchase Order No. 08086

by and between

San Bernardino Associated Governments

and

Xerox Corporation

for

Lease of Printer/Copier Equipment**FOR ACCOUNTING PURPOSES ONLY**

<input checked="" type="checkbox"/> Payable	Vendor Contract # _____	Retention:	<input checked="" type="checkbox"/> Original
<input type="checkbox"/> Receivable	Vendor ID _____	<input type="checkbox"/> Yes _____ % <input checked="" type="checkbox"/> No	<input type="checkbox"/> Amendment

Notes:

Original Contract:	\$ <u>196,198</u>	Previous Amendments Total:	\$ _____
Contingency Amount:	\$ _____	Previous Amendments Contingency Total:	\$ _____
		Current Amendment:	\$ _____
		Current Amendment Contingency:	\$ _____

Contingency Amount requires specific authorization by Task Manager prior to release.

Contract TOTAL → \$ 196,198

↓ Please include funding allocation for the original contract or the amendment.

<u>Task</u>	<u>Cost Code</u>	<u>Funding Sources</u>	<u>Grant ID</u>	<u>Amounts</u>
ISF08	5540	Indirect Allocation	_____	\$ <u>196,198</u>
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____

Original Board Approved Contract Date: 8/1/07 Contract Start: 8/1/07 Contract End: 7/31/12
 New Amend. Approval (Board) Date: _____ Amend. Start: _____ Amend. End: _____

If this is a multi-year contract/amendment, please allocate budget authority among approved budget authority and future fiscal year(s)-unbudgeted obligations:

Approved Budget Authority →	Fiscal Year: <u>07/08</u> \$ <u>40,000</u>	Future Fiscal Year(s) – Unbudgeted Obligation →	\$ <u>156,198</u>
------------------------------------	---	--	-------------------

Is this consistent with the adopted budget? ☒ Yes ☐ NoIf yes, which Task includes budget authority? ISF08If no, has the budget amendment been submitted? ☐ Yes ☐ No**CONTRACT MANAGEMENT**

Please mark an "X" next to all that apply:

☐ Intergovernmental ☒ Private ☐ Non-Local ☐ Local ☐ Partly Local
Disadvantaged Business Enterprise: ☒ No ☐ Yes _____ %Task Manager: Terry McGuireContract Manager: Deborah Barmack

Terry McGuire 7/1/07
 Task Manager Signature Date

Deborah Barmack 7/11/07
 Contract Manager Signature Date

Chief Financial Officer Signature Date

Filename: PO08XC01-DRB

PURCHASE ORDER REQUEST

NOTE: Do not use a purchase order for construction projects, roadwork, purchase or lease of real property, and employment contracts.

Short Description of PO to be included in monthly procurement report.
(Required) Use up to a maximum of 27 characters to provide a short description.

Lease of new equipment

VENDOR: Xerox

Vendor ID Xerox

ADDRESS: Hospitality Lane

San Bernardino, CA

PHONE:

☐ Process payment from this PO Request – invoice is attached.

PO End Date (required): 08/2012

PO # (if released for RFP/RFQ):

Item Description	Order Qty	Task #	Cost Code	Amount
WC7655 Color Copier	1	ISF08	54/5540	\$ 66,776
4110 Copier	1	ISF08	54/5540	\$ 115,902
4150	2	ISF08	54/5540	\$ 13,519
				\$
				\$
				\$
Shipping/Handling				\$
TOTAL				\$ 196,198

Attach any special instructions that are to be noted on the purchase order.


Please answer the following questions regarding the selection process:

Was the County Pre-Approved Vendor List used? ☐ No ☒ Yes

Was an informal competitive bid process done? ☒ No ☐ Yes -- complete Informal Bid Process Form (Page 2).

Is this a sole source purchase order? ☒ No ☐ Yes - If so, why? _____

Requested By:	Date
P.O. Manager's Signature	Date
Approved by Task Manager (Signature)	

Filename: Agreements\PO 

PO08XC01-DRB

Xerox Quote/ Requisition Request

Date: 07/17/07		Install Address: SANBAG	
Vendor: Xerox Corporation Xerox Contact: Phillipa Riley 1-909-484-7289			
Item no	Description	Quantity	Amount per month
1	60 month FMV Lease of Xerox WorkCentre 7655P <u>Each Xerox WorkCentre 7655 Includes:</u> VKM – Advanced Finisher w/ Hole Punch PCSNCNTL – Print, Copy, Scan Controller NETACT – Network Accounting D250STPLR – Convenient Stapler Maintenance Agreement: Includes: Service, Parts & Supplies (excluding paper & staples), per month. Cost Per Copy Plan Black & White copies are billed at~ \$0.0060/copy Color copies are billed at~ \$0.0890/copy Includes Delivery and Installation Includes Customer Training and Analyst Services Includes Trade of: DC3535, LVG253644,MWF688734 Final Payment #42	1	\$568.34/month
1	60 month FMV Lease of Xerox 4110CP <u>Each Xerox 4110 Includes:</u> 4110HCF1 – High Capacity Feeder ANX – Booklet Finisher, Hole Punch, Inserter BYG – Z Fold Maintenance Agreement: Includes: Service, Parts & Supplies (excluding paper & staples), per month. Cost Per Copy Plan Black & White copies are billed at~ \$0.0060/copy Includes Delivery and Installation Includes Customer Training and Analyst Services Includes Trade of: WCP55H, NWL013313 & 2101 RDT582549 Final Payment #42 Prices and Terms of this order are in accordance with those contained in the COLA - Contract #42663	1	\$1553.42
Contact Information: Vicki Watson - (909) 884-8276			
Subtotal			
Sales Tax			
Total			
Bill to:		Issued By:	

Xerox Quote/ Requisition Request

Date: 07/17/07		Install Address: SANBAG	
Vendor: Xerox Corporation Xerox Contact: Phillipa Riley 1-909-484-7289			
Item no	Description	Quantity	Amount per month
1	60 month FMV Lease of Xerox WC4150OX <u>Each Xerox WC41500X Includes:</u> DRCINST – Carrier Delivery Maintenance Agreement: Includes: Service, Parts & Supplies (excluding paper & staples), per month. Cost Per Copy Plan Black & White copies are billed at– \$0.009960/copy Includes Delivery and Installation Includes Customer Training and Analyst Services Prices and Terms of this order are in accordance with those contained in the COLA - Contract #42663	2	\$202.98/month/\$101.49cch
Contact Information: Vicki Watson - (909) 884-8276			
Subtotal			
Sales Tax			
Total			
Bill to:		Issued By:	

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 7

Date: August 1, 2007

Subject: Amendment to Contract 04-058 with Parsons Transportation Group for Preparing a Long Range Transit Plan for San Bernardino County

Recommendation:* Approve Amendment Number 2 to Contract 04-058 with Parsons Transportation Group, extending the Time of Performance to July 2, 2008 and increasing the Contract Budget Authority by \$29,762 for a new total of \$571,760 as identified in the Financial Impact Section.

Background: In June 2004 after a competitive procurement process, the Board approved Contract 04-058 with Parsons Transportation Group to prepare a Long Range Transit Plan (LRTP) for San Bernardino County. In January 2006 the Board approved Amendment Number 1 that amended the Scope of Work to include conducting an on-board survey of Omnitrans fixed route riders; additional work to produce the Summary of Current Transit Users and conduct a public outreach component.

Work remaining for the Valley portion of the County includes the refinement of LRTP network, including the development of a transit-supportive land use alternative; modeling and evaluation of alternatives; and the identification of transit improvements in five-year increments. The development of a transit-supportive land use alterative is awaiting the Compass 2% work currently underway within the Valley that will be concluded by the early next year and the Urban Land Institute report on development opportunities for central San Bernardino that will be completed in September.

*

Approved
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

Work remaining for the Victor Valley portion of the County includes the development of two transit network alternatives (financially constrained and unconstrained); the evaluation of those alternatives; and the identification of transit improvements in five-year increments.

Once the above work has been completed, a draft and final report will be prepared.

The attached Amendment Number 2 extends the time of performance to July 2, 2008. It also incorporates additional Project Management expenses to be incurred by the prime consultant under this amendment in the amount of \$29,762.

Financial Impact: This item is not consistent with the adopted budget and requires an amendment to Task 40408000 – Comprehensive Transportation Plan, increasing the budget by \$29,762 for a new total of \$154,269. The additional revenue is being provided from prior year unallocated LTF-Planning funds.

Reviewed By: This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. *(Meeting chaired by Patricia Gilbreath)*

Responsible Staff: Michael Bair, Director of Transit and Rail Programs

SANBAG Contract No. 04-058-2
by and between
San Bernardino Associated Governments
and
Parsons Transportation Group
for
the preparation of a Long Range Transit Plan for San Bernardino County

FOR ACCOUNTING PURPOSES ONLY				
<input checked="" type="checkbox"/> Payable <input type="checkbox"/> Receivable	Vendor Contract # _____ Vendor ID _____	Retention: <input checked="" type="checkbox"/> Yes <u>10</u> % <input type="checkbox"/> No	<input type="checkbox"/> Original <input checked="" type="checkbox"/> Amendment	
Notes:				
Original Contract: \$ <u>300,000.00</u> Contingency Amount: \$ _____		Previous Amendments Total: \$ <u>241,998.00</u> Previous Amendments Contingency Total: \$ _____ Current Amendment: \$ <u>29,762.00</u> Current Amendment Contingency: \$ _____ Contingency Amount requires specific authorization by Task Manager prior to release.		
Contract TOTAL →				\$ <u>571,760</u>
↓ Please include funding allocation for the original contract or the amendment.				
Task	Cost Code	Funding Sources	Grant ID	Amounts
<u>40408000</u>	<u>5520</u>	<u>LTF Planning</u>	_____	\$ <u>29,762.00</u>
_____	_____	_____	_____	\$ _____
Original Board Approved Contract Date: <u>6/2/04</u> Contract Start: <u>6/5/04</u> Contract End: <u>12/30/05</u> New Amend. Approval (Board) Date: <u>8/1/07</u> Amend. Start: <u>8/1/07</u> Amend. End: <u>7/2/08</u>				
If this is a multi-year contract/amendment, please allocate budget authority among approved budget authority and future fiscal year(s)-unbudgeted obligations:				
Approved Budget Authority →	Fiscal Year: _____ \$ _____	Future Fiscal Year(s) – Unbudgeted Obligation →	\$ _____	
Is this consistent with the adopted budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, which Task includes budget authority? _____ If no, has the budget amendment been submitted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
CONTRACT MANAGEMENT				
Please mark an "X" next to all that apply:				
<input type="checkbox"/> Intergovernmental <input checked="" type="checkbox"/> Private <input checked="" type="checkbox"/> Non-Local <input type="checkbox"/> Local <input type="checkbox"/> Partly Local				
Disadvantaged Business Enterprise: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes _____%				
Task Manager: Michael Bair			Contract Manager: Michael Bair	

 Task Manager Signature	7-12-07 Date	 Contract Manager Signature	7-12-07 Date
 Chief Financial Officer Signature	7/20/07 Date		

Filename: CSS040582-mab

A040582-mab
40408000

Amendment Number 2

to Contract 04-058

Parsons Transportation Group

THIS AMENDMENT NUMBER 2 to Contract 04-058 is hereby made and entered into and effective this 1st day of August, 2007 by and between the SAN BERNARDINO ASSOCIATED GOVERNMENTS (hereinafter referred to and "AGENCY" and the PARSONS TRANSPORTATION GROUP, INC. (hereinafter referred to as "CONTRACTOR") with regard to preparing a Long Range Transit Plan (LRTP) for San Bernardino County.

WHEREAS, AGENCY and CONTRACTOR previously entered into Contract 04-058 on June 2, 2004 for the preparation of a Long Range Transit Plan (LRTP) for San Bernardino County, and

WHEREAS, AGENCY and CONTRACTOR amended Contract 04-058 on January 4, 2006, extending the Time of Performance and amending the Scope of Work to include conducting an on-board survey of Omnitrans services; integrating the results of the Omnitrans and Metrolink user survey information into the Summary of Current San Bernardino Transit Users; and implement a public involvement program for the LRTP; and

WHEREAS, AGENCY desires to amend Contract 04-058 by extending the Time of Performance and increasing the Contract Budget Authority for additional Project Management expenses; and

WHEREAS, CONTRACTOR has prepared a Project Budget Amendment which AGENCY agrees to and agrees with the Time of Performance Extension.

NOW THEREFORE, it is agreed that Contract 04-058 is amended to include the following:

Section 2 – Term is amended to extend the time of contract performance to July 2, 2008.

Section 3 – Compensation is amended to increase payment to CONTRACTOR by an amount of Twenty-nine Thousand Seven Hundred and Sixty-Two Dollars (\$29,762.00) for a new not-to-exceed amount of Five Hundred and Seventy-one Thousand Seven Hundred and Sixty Dollars (\$571,760.00). AGENCY shall continue to retain ten percent (10%) of the invoiced fee or profit until the successful completion of the work to be performed.

All other terms and conditions contained in Contract 04-058 as previously amended shall remain in full force and effect.

IN WITNESS THEREOF, the authorized parties have signed below;

**SAN BERNARDINO
ASSOCIATED GOVERNMENTS**

**PARSONS TRANSPORTATION
GROUP, INC.**

Lawrence E. Dale
President

James F. Rollings
Sr. Vice President

Approved as to Form:

Jean-Rene Basle
SANBAG Counsel

(1) Labor costs include raw salary and overhead/fringe for PTG Total for Subs

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 8

Date: August 1, 2007

Subject: Etiwanda Pacific Electric Train Depot

Recommendation:*

1. Authorize the City of Rancho Cucamonga to pursue National Registration Designation for the Etiwanda Pacific Electric Train Depot; and
2. Authorize staff to begin the process of disposal of the Etiwanda Train Depot site (APN #0227-121-18) in accordance with California Government Code Sections 25363 and 25526.

Background: In February 2004 the Board approved the Lease Agreement 04-048 with the City of Rancho Cucamonga for the use of the Etiwanda Station Property and the portion of the former Southern Pacific (SP) Baldwin Park Branch located within the City limits.

Pursuant to the Lease Agreement, the City is to seek SANBAG's concurrence of any alterations to the Premises (Station Area and Railway Right-of-Way). The City is progressing with construction of the trail system as contemplated in the Inland Empire Pacific Electric Trail Master Plan, dated November 2000.

The City has also initiated preliminary work for the rehabilitation of the historic Etiwanda Train Depot. The preliminary cost estimates for re-roofing and hazardous material removal has exceeded that anticipated by the City and has led the City to seek the National Registration Designation so that City Redevelopment funds may be used. The designation would also allow the City to

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*Approved
Board of Directors*

Date: _____

Moved:

Second:

In Favor: Opposed: Abstained:

Witnessed: _____

seek other funds to assist in the depot rehabilitation such as provided through private foundations and federal Transportation Enhancement funds.

The City is working with the Electric Railway Historical Society of Southern California, the Etiwanda Historical Society and SANBAG on the future use and the depot site. Likely uses include a trailhead for the bicycle/pedestrian and equestrian trails being constructed within the former railroad right-of-way and a museum acknowledging the importance of the Pacific Electric rail system in the development of Southern California. Staff is supportive of the City's request for National Registry designation.

The City has also expressed an interest in acquiring the nearly 4.0 acre site (see attached parcel map). In April 2007 the Board authorized staff to begin the process of disposing several miscellaneous parcels acquired as part of the Redlands Subdivision. Staff will be seeking an appraisal of property acquired as part of the Redlands Subdivision purchase and could easily add this parcel to the appraisal scope. Staff is seeking authority to include this site in the upcoming appraisal scope.

Financial Impact: This item is consistent with the adopted budget. Work involving the management of Agency-owned railroad property is funded under Task 35208000. The funding source is LTF-Planning.

Reviewed By: This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. *(Meeting chaired by Patricia Gilbreath*

Responsible Staff: Michael Bair, Director of Transit and Rail Programs.

Parcel Map No. 5733, P.M. 86/35
Parcel Map No. 6937, P.M. 74/54
Pltn. Parcel Map No. 4500, P.M. 46/53

Assessor's Map
Book 0227 Page 12
San Bernardino County

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 9

Date: August 1, 2007

Subject: Request to Sell Property South of the Redlands Subdivision between Seventh and Ninth Streets in the City of Redlands

Recommendation:* Authorize staff to begin the process of disposal of the Property south of the Redlands Subdivision right-of-way between Seventh and Ninth Streets (APN #0169-313-17) in accordance with California Government Code Sections 25363 and 25526.

Background: On May 2, 2007, SANBAG received an inquiry regarding the possible sale of just over two acres of non-operating property south of the Redlands Subdivision right-of-way between Seventh and Ninth Streets (see attached parcel map). While this location was included as one of the three potential locations for a passenger rail station serving downtown Redlands the preferred location for a downtown station remains between Eureka and Orange Streets.

Staff has discussed the possible use of this parcel as part of the operation of the proposed passenger rail service with the Southern California Regional Rail Authority staff. They agreed that the storage of the train sets would occur at either end of the line and this location would have little value to the operation of the service.

In April 2007 the Board authorized staff to begin the process of disposing several miscellaneous parcels acquired as part of the Redlands Subdivision. Staff will be seeking an appraisal of property acquired as part of the Redlands Subdivision

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*Approved
Board of Directors*

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

purchase and could easily add this parcel to the appraisal scope. Staff is seeking authority to include this site in the upcoming appraisal scope.

Financial Impact: This item is consistent with the adopted budget. Work involving the management of Agency-owned railroad property is funded under Task 35208000. The funding source is LTF-Planning.

Reviewed By: This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (*Meeting chaired by Patricia Gilbreath*)

Responsible Staff: Michael Bair, Director of Transit and Rail Programs



- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 10

Date: August 1, 2007

Subject: Lease with the National Railroad Passenger Corporation (Amtrak)

Recommendation:* Receive Information.

Background: In August 2005 the Board approved Lease 06-010 with the National Railroad Passenger Corporation (Amtrak) for approximately 1,372 square feet of office and freight space on the first floor of the San Bernardino Santa Fe Depot. Amtrak did not exercise the lease agreement and in July 2006 presented a revised lease for consideration. The revised lease contained several provisions that were found to be unacceptable.

In May 2007 the City of San Bernardino received correspondence from Amtrak that stated due to declining ridership at the depot, they were no longer interested in staffing an office at this location. In early June, while attending the APTA Rail Conference, staff had a brief discussion with the Amtrak Vice President of Strategic Partnerships and Business Development regarding our proposed lease and our interest in seeing Amtrak occupy space at the depot.

On June 20th staff from SANBAG, the City and our property management firm held a conference call with representatives from the Amtrak West office. During that call Amtrak representatives confirmed that they were no longer interested in leasing space for a staffed office. Instead they offered to develop a letter agreement in which Amtrak would pay SANBAG \$500.00 a month to provide an open lobby for passenger boarding and alighting the Southwest Chief at the depot.

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Approved
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

The scheduled arrival time at the depot for the Southwest Chief is 5:27 a.m. for the westbound train and 8:29 p.m. for the eastbound trains. But Amtrak trains have been known to be several hours late.

In addition, under a state contract, Amtrak operates bus service from the Inland Empire to the San Joaquin train in Bakersfield. Northbound buses arrive at the depot 5:35 a.m., 8:30 a.m., 11:10 a.m., and 1:35 p.m. Southbound buses arrive at the depot at 4:00 p.m., 5:45 p.m., 7:50 p.m., and 11:25 p.m.

Both SANBAG and the City have a desire to open the main lobby of the depot, but without a physical presence that would be difficult to accomplish. Our property management firm is continuing to seek a coffee vendor, but it is unclear whether the vendor would need to occupy space adjacent to the main lobby or just set up a cart that would be served from. In addition, it is unclear what hours the vendor would be willing to operate.

There is a possibility of using volunteers from the San Bernardino Historical Society and the San Bernardino Railroad Historical Society to serve as docents at the depot, especially if we were to provide space for a museum. The City and SANBAG will pursue this course and will keep the Committee informed of any progress.

Until such time as we can guarantee a presence in the main lobby that would allow for its opening to the Amtrak passengers and the public, we will postpone exercising any agreement with Amtrak.

Financial Impact: This item is consistent with the Budget. Work involving the management of Agency-owned railroad property is funded under Task 35208000. The funding source is LTF-Planning. Because the lease with Amtrak had not been exercised, there was no expectation of income in the adopted Budget.

Reviewed By: This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. *(Meeting chaired by Patricia Gilbreath)*

Responsible Staff: Michael Bair, Director of Transit and Rail Programs

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 11

Date: August 1, 2007

Subject: Amendment to the Pasadena-Redlands Easement, Pasadena-Redlands Trackage Rights, SB Shops Trackage Rights and Cajon Trackage Rights Shared Use Agreement

Recommendation:* Approve Amendment Number 1 to the Pasadena-Redlands Easement, Pasadena-Redlands Trackage Rights, SB Shops Trackage Rights and Cajon Trackage Rights Shared Use Agreement (Contract 93-995) with the Burlington Northern and Santa Fe Railway Company (BNSF).

Background: One of the many agreements that are included in the purchase of railroad rights-of-way from the Atchison Topeka and Santa Fe Railway Company (ATSF) in 1992 is the Pasadena-Redlands Easement, Pasadena-Redlands Trackage Rights, SB Shops Trackage Rights and Cajon Trackage Rights Shared Use Agreement (SANBAG Contract 93-995). The Burlington Northern and Santa Fe Railway Company is the successor to the ATSF. The Pasadena-Redlands Easement and Pasadena-Redlands Trackage Rights provide the rights necessary to extend Metrolink trains to the current San Bernardino Station as well as rights necessary to gain access to the Redlands Subdivision. The SB Shops Trackage Rights was included to allow for Metrolink train access to the former shops location, (now the BNSF intermodal facility) had that property been acquired by the Agencies – it was not. The Cajon Trackage Rights allows for Metrolink access to the Inland Empire Maintenance Facility located just west of "I" Street and north of 3rd Street.

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Approved
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

In the Pasadena-Redlands Easement, ATSF granted SANBAG an exclusive easement to construct, at our sole cost (\$5.3 million), a railroad grade separation (San Bernardino Flyover) over the San Bernardino Subdivision main lines west of the San Bernardino Metrolink Station. The easement begins at Rancho Avenue and continues east to a point just east of the Mount Vernon Bridge. The easement prohibits freight trains from operating over the San Bernardino Flyover.

As part of the negotiation with BNSF to acquire property which they currently own south of Mill Street that Metrolink would like to use for the construction of the Eastern Maintenance Facility (EMF), BNSF would like to be able to operate freight trains over the San Bernardino Flyover. This would allow BNSF freight trains to avoid operating through the intermodal yard when connecting from the San Gabriel Subdivision to the San Bernardino Subdivision.

The BNSF is offering to sell SCRRA a permanent easement for the EMF property at a discounted price if they can obtain rights to operate freight trains over the San Bernardino Flyover. The EMF property has been appraised at \$4.2 million, and BNSF is offering to grant a permanent easement for \$2.4 million. The difference of \$1.8 million is considered a value that SANBAG would receive for allowing freight trains to use the San Bernardino Flyover.

In addition to the \$1.8 million savings for the permanent easement for the EMF property, BNSF will pay the train mile cost for dispatching their trains over the Pasadena-Redlands Easement and have agreed to consider a train mile cost for the maintenance and repair of the Pasadena-Redlands Easement. As part of this amendment SCRRA, after certain improvements are made, will also gain control of all train movements over the BNSF "Shortway" and be able to install and control the switch at the entrance of the EMF.

Financial Impact: This item is consistent with the adopted budget. Based upon the actual number of BNSF trains operating over the easement, there will be a slight increase in BNSF payments for dispatching and may be a BNSF contribution to the maintenance and repair of the Pasadena-Redlands Easement in the future. Funding for the staff and legal effort for this agreement amendment has and will be covered under Tasks 35207000 and 35208000 – General Commuter Rail. The funding source is LTF – Planning.

Reviewed By: This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. *(Meeting chaired by Patricia Gilbreath)*

Responsible Staff: Michael Bair, Director of Transit and Rail Programs
BRD0708e-mab.doc
35208000

SANBAG Contract No. 93-995-1

by and between

San Bernardino Associated Governments

and

Burlington Northern and Santa Fe Railway Company,successor to the Atchison Topeka and Santa Fe Railway Company

for

Pasadena/Redlands Easement, Pasadena/Redlands Trackage Rights, SB Shops Trackage Rights, and
Cajon Trackage Rights**FOR ACCOUNTING PURPOSES ONLY**

<input type="checkbox"/> Payable	Vendor Contract # _____	Retention:	<input type="checkbox"/> Original
<input type="checkbox"/> Receivable	Vendor ID _____	<input type="checkbox"/> Yes _____ % <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Amendment

Notes: This is one of several agreements outlining train operating responsibilities following the approval of the Purchase and Sale Agreement.

Original Contract: \$ <u>0</u>	Previous Amendments Total: \$ _____
Contingency Amount: \$ _____	Previous Amendments Contingency Total: \$ _____
	Current Amendment: \$ <u>0</u>
	Current Amendment Contingency: \$ _____

Contingency Amount requires specific authorization by Task Manager prior to release.

Contract TOTAL → \$ 0

↓ Please include funding allocation for the original contract or the amendment.

Task	Cost Code	Funding Sources	Grant ID	Amounts
_____	_____	_____	_____	\$ _____
_____	_____	_____	_____	\$ _____

Original Board Approved Contract Date: <u>11/4/92</u>	Contract Start: <u>11/4/92</u>	Contract End: <u>Open</u>
New Amend. Approval (Board) Date: <u>8/01/07</u>	Amend. Start: <u>8/01/07</u>	Amend. End: <u>Open</u>

If this is a multi-year contract/amendment, please allocate budget authority among approved budget authority and future fiscal year(s)-unbudgeted obligations:

Approved Budget Authority →	Fiscal Year: _____ \$ _____	Future Fiscal Year(s) – Unbudgeted Obligation →	\$ _____
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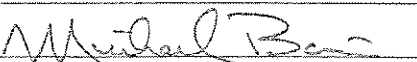


Is this consistent with the adopted budget? ☒ Yes ☐ No
If yes, which Task includes budget authority? n/a
If no, has the budget amendment been submitted? ☐ Yes ☐ No

CONTRACT MANAGEMENT

Please mark an "X" next to all that apply:

☐ Intergovernmental ☒ Private ☒ Non-Local ☐ Local ☐ Partly Local
Disadvantaged Business Enterprise: ☒ No ☐ Yes _____ %

Task Manager: Michael Bair	Contract Manager: Michael Bair
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 7-11-07	 7-11-07
Task Manager Signature	Contract Manager Signature
 7/11/07	
Chief Financial Officer Signature	Date

FIRST AMENDMENT TO SHARED USE AGREEMENT
(Pasadena-Redlands Easement, Pasadena-Redlands Trackage Rights,
SB Shops Trackage Rights, and Cajon Trackage Rights)

SANBAG Contract 93-955-1

THIS FIRST AMENDMENT TO SHARED USE AGREEMENT (Pasadena-Redlands Easement, Pasadena-Redlands Trackage Rights, SB Shops Trackage Rights, and Cajon Trackage Rights), (this "First Amendment"), dated as of August __, 2007, is by and among the Burlington Northern and Santa Fe Railway Company ("BNSF") successor to The Atchison, Topeka and Santa Fe Railway Company and San Bernardino Associated Governments ("SANBAG"). Capitalized terms used herein and not otherwise defined shall have the meaning specified in the Shared Use Agreement.

RECITALS

WHEREAS, BNSF and SANBAG are parties to that certain Shared Use Agreement (Pasadena-Redlands Easement, Pasadena-Redlands Trackage Rights, SB Shops Trackage Rights, and Cajon Trackage Rights) (Agreement) dated as of October 30, 1992, relating to, among other things, the Agency's right to operate Agency Rail Service over the Pasadena-Redlands Easement.

WHEREAS, the Southern California Regional Rail Authority ("SCRRA") on behalf of SANBAG constructed and maintains the San Bernardino Flyover ("Flyover") in San Bernardino County, pursuant to Section 5.6 of the Purchase and Sale Agreement, for the exclusive use of Agency Rail Service.

WHEREAS, the Flyover was constructed within the territorial boundaries of the Pasadena-Redlands Easement.

WHEREAS, BNSF has no rights to operate Rail Freight Service over the Flyover.

WHEREAS, BNSF and SANBAG desire to amend the Agreement in certain respects as provided herein;

AGREEMENT

NOW, THEREFORE, the parties hereto hereby agree as follows:

1. Article 1.73 of the Agreement is amended by adding the following:

The term Tracks shall include the "San Bernardino Flyover" and all structures and property necessary for the use thereof.

2. New article 1.76 is hereby added to the Shared Use Agreement as follows:

San Bernardino Flyover. “San Bernardino Flyover” shall mean those tracks and structures located on the Metrolink San Gabriel Subdivision between San Bernardino (MP 56.2) and CP Rancho (MP 55.3).

3. New sub-article 3.1(d) is hereby added to the Agreement as follows:

“3.1(d) BNSF shall have operating rights over the Agency’s San Bernardino Flyover. The following restrictions apply to all BNSF trains operating over the Flyover: (1) trains are subject to notification by BNSF to a Metrolink chief dispatcher (2) trains must maintain the published freight speed over the flyover (3) in the case of a train break down or pull apart on the Flyover, BNSF will provide immediate clearance of an alternate route. BNSF will allow Metrolink crews to become territory qualified on the alternate routes.”

4. New sub-article 4.1(b)(3) is hereby added to the Agreement as follows:

“4.1(b)(3) The Agency or the Operator shall have the right, upon reasonable prior written notice to BNSF, and at the Operators’ sole cost and expense, to perform signal and communications work necessary to allow the Operator to control all Train movements over the intersection of BNSF’s “Shortway” and the Operator’s San Gabriel Subdivision and the “Shortway” track from the previously mentioned intersection to (but not including) the control point at Rana (MP 2.2). The Agency shall have the right to install and control an additional control point on the “Shortway” at the rail access near Mill Street (MP 1.0). Such additional work shall be consistent with the Shared Use Agreement.”

5. Second sentence to Article 5.3 is hereby added to the Agreement as follows:

“In recognition that BNSF shall contribute to the maintenance and repair costs of the Pasadena-Redlands Easement as a condition of BNSF’s right to operate Rail Freight Service over the Pasadena-Redlands Easement, Agency and BNSF agree to negotiate BNSF’s contribution to the Pasadena-Redlands Easement maintenance and repair costs as part of the anticipated larger negotiations between BNSF and the Agencies concerning existing Shared Use Agreements.”

6. All rights and obligations of BNSF and SANBAG under the Agreement that are not expressly amended by this First Amendment shall remain unchanged by this First Amendment.
7. This First Amendment shall be binding upon and shall inure to the benefit of BNSF and SANBAG and their respective successors or permitted assigns.

8. This First Amendment shall be governed by and construed in accordance with the laws of the State of California.
9. This First Amendment may be executed in any number of counterparts, no one of which need be executed by both parties, each one of which shall be deemed an original, but all of which taken together shall constitute but one agreement. Signature pages from one duplicate original may be attached to other duplicate originals of this First Amendment to form one document.

IN WITNESS WHEREOF, the parties to this First Amendment have caused their duly authorized representatives to execute it as of the day and year first set forth herein.

**San Bernardino
Associated Governments**

**Burlington Northern and Santa Fe
Railway Company**

By: _____

By: _____

Name: Lawrence E. Dale

Name: _____

Title: President

Title: _____

Approved as to Form:

Jean-Rene Basle
SANBAG Counsel

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 12

Date: August 1, 2007

Subject: Promotional Campaign for San Bernardino Line Weekend Service

Recommendation:* Authorize Purchase Orders P08067 to the San Bernardino County Sun in the amount of \$50,000 and P08068 to the Inland Valley Daily Bulletin in the amount of \$50,000.

Background: In August 2005 and 2006 the Commission entered into a six-month partnership with the Inland Valley Daily Bulletin and the San Bernardino Sun to run a series of display ads twice a week to promote Metrolink as a fun, stress-free, economical alternative to driving to visit family, friends and weekend destinations. These advertising efforts netted a significant increase in weekend ridership.

Staff desires to continue the weekend promotional campaign during the 2007/2008 fiscal year beginning in September. In addition to the display ads, the newspapers will run an article about interesting travel destinations using Metrolink weekend service. Staff will assemble the material for the articles, and the final copy will be prepared by the newspaper. These articles will appear on Fridays in the U Entertainment sections. In addition both newspapers' websites will carry links to the Metrolink website for more information about train schedules, fares and connecting transit.

The prior promotional campaign purchase orders were within the limits (under \$25,000 per year) of SANBAG Contracting and Procurement Policy 11000 for the authorization by the Executive Director. The FY 2007/2008 campaign will be

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Approved
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

period greater than six-month and will require each purchase order to be in excess of SANBAG Policy 11000. The Policy states that "Purchase Orders over \$25,000 or exceeding a cumulative amount of \$25,000 in any one year period must be approved by the Board of Directors. At the direction of the Commuter Rail Committee staff will explore advertising opportunities with the Press Enterprise and La Opinion

Financial Impact: This item is consistent with the Fiscal Year 2007/2008 Commuter Rail Operating Expenses Task Number 37708000.

Reviewed By: This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (*Meeting chaired by Gary Ovitt*)

Responsible Staff: Michael Bair, Director of Transit and Rail Programs
Victoria Baker, Senior Transit Analyst
Cheryl Donahue, Public Information Officer

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 13

Date: August 1, 2007

Subject: Population Estimate Used to Determine the Apportionment of Local Transportation Funds (LTF)

Recommendation:* Continue the use of the January State Controller's Population Estimate for the Apportionment of the LTF.

Background: During the June Board discussion of the revised LTF apportionments for Fiscal Years 2006/2007 and 2007/2008, a question was raised regarding the use of the State Controller's January Population Estimate for the distribution of the January Motor Vehicle License Fees - In Lieu Tax and Motor Vehicle Off-Highway Monthly Apportionment as the basis for the LTF Apportionment.

Pursuant to Section 99213 of the California Public Utilities Code, the County Transportation Commission may rely on the population estimates which are used by the Controller for distributing money to cities under Section 2107 of the Streets and Highway Code and to counties under Section 11005 of the Revenue and Taxation Code, and may contract with the Department of Finance or other appropriate state agency for an annual determination of those population estimates. Since 1977, the LTF Apportionments for San Bernardino County have been based on the January State Controller's Population Estimate.

In March 1992, the option to use either the State Controller's or the Department of Finance Population Estimate for determining the LTF Apportionments was

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Approved
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

presented to the Board. At that time the major difference between the two estimates was how the population for newly incorporated cities and towns was determined. The State Controller's population for a newly incorporated city or town was based on three times the registered voters residing within the new city or town. The Department of Finance would use an estimate based on housing unit data, driver's license address changes, and other indicators. The Board unanimously approved continuing the use of the January State Controller's Population Estimate.

Under the present statute, the State Controller's Population Estimate is based on the Department of Finance, Demographic Research Unit provided pursuant to Section 11005(b) of the Revenue and Tax Code. Under Section 11005(c) of the Revenue and Tax Code, for any new city or town incorporated from unincorporated territory on after August 5, 2004 and before July 1, 2009, the Controller shall determine the population of the city or town as follows:

1. For its first 12 months, 150 percent of the actual population.
2. For its 13th through 24th month, 140 percent of the actual population
3. For its 25th through 36th month, 130 percent of the actual population
4. For its 37th through 48th month, 120 percent of the actual population
5. For it 49th through 60th month, 110 percent of the actual population
6. After its 60th month, the actual population.

"Actual population" means the population determined by the last federal decennial or special census, or a subsequent census validated by the Demographic Research Unit of the Department of Finance or subsequent estimate prepared pursuant to Section 2107.2 of the Streets and Highway Code.

Under Section 11005(d) of the Revenue and Tax Code, in the case of a city or town that is incorporated from unincorporated territory on or after July 1, 2009, the population shall be its actual population.

There is also a timing difference between the two population estimates. The Commission is able to obtain the State Controller's Population Estimate in early January, whereas the Department of Finance Population Estimate becomes available in April. Because of the timing difference, the State Controller's January Population Estimate is based on the prior year Department of Finance Population Estimate for the total county population and all but the most recently incorporated jurisdictions. The use of the State Controller's Population Estimate also meets the timing requirement that the Commission notify all prospective

claimants of the amounts of all area apportionments for the following fiscal year prior to March 1 (California Code of Regulations 6644). The Commission typically adopts the next year LTF apportionment in February.

The Commission could adopt an apportionment in February using either the State Controller's January Population Estimate or the Department of Finance prior year Population Estimate and revise that estimate prior to the beginning of the fiscal year when the new January Department of Finance estimate is made available in April. Attachment A reflects how the Fiscal Year 2007/2008 LTF Apportionments would change had they been determined with the updated Department of Finance January 2007 Population Estimate.

Perhaps the most significant impact of attempting to update the apportionment after the February Board action is on the transit systems. Under ideal circumstances, we would expect each transit agency to complete their budget by April 1st of each year. The LTF provides the majority of funds for operating purposes for all of the operators and any significant reduction that resulted from an updated apportionment would result in a level of uncertainty that does not exist today.

At this month's meeting the Board adopted Resolution 08-001, authorizing the allocation of LTF and STAF for Fiscal Year 2007/2008. With the adoption of the Resolution, the Commission has issued allocation instructions for the disbursement of LTF for administrative, planning and commuter rail purposes. In July the Board also approved interim allocations of operating funds to several of the transit operators. Pursuant to Section 6655.5 of the California Code of Regulations, the Commission may, at any time before the conveyance of initial allocation instructions, issue a revised determination of apportionments based on a revised determination of population. Therefore, the Board's decision as to which population source to use would apply to the Fiscal Year 2008/2009 LTF apportionment.

When this item was presented to the Administrative Committee there were three possible recommendations for consideration; 1) continue to use the January State Controller's Population Estimate, or 2) use the prior year January Department of Finance Population Estimate for the Apportionment of the LTF; and/or 3) update the LTF Apportionment adopted using either the State Controller's January Population Estimate or prior year Department of Finance January Population Estimate with current year Department of Finance January Population Estimate when it becomes available.

Financial Impact: This item has no impact on the adopted budget. The cost associated with the administration of the LTF and State Transit Assistance Fund is contained in Task 50208000 – TDA Administration. The funding source is LTF-Administration.

Reviewed By: This item was reviewed by the Administrative Committee on July 18, 2007 and unanimously recommended to continue to use the January State Controller's Population Estimate for determining the LTF Apportionments. *(Meeting chaired by Gary Ovitt)*

Responsible Staff: Michael Bair, Director of Transit and Rail Programs

San Bernardino County Local Transportation Fund
Fiscal Year 2007/2008
May, 2007 Revised Apportionment

USING DEPARTMENT OF FINANCE 1/07 POPULATION

Apportionment Area	Population	Percentage	APPORTIONMENT	DIFFERENCE	% Change
Valley	1,480,347	72.9949%	\$56,252,729	(\$394,928)	-0.70%
Adelanto	27,139	1.3382%	\$1,031,274	\$68,666	6.66%
Apple Valley	70,297	3.4663%	\$2,671,264	\$59,418	2.22%
Barstow	23,943	1.1806%	\$909,827	(\$3,219)	-0.35%
Big Bear Lake	6,207	0.3061%	\$235,864	(\$3,318)	-1.41%
Hesperia	85,876	4.2345%	\$3,263,261	\$157,692	4.83%
Needles	5,759	0.2840%	\$218,840	(\$958)	-0.44%
Twentynine Palms	24,830	1.2244%	\$943,532	(\$123,886)	-13.13%
Victorville	102,538	5.0561%	\$3,896,412	\$215,252	5.52%
Yucca Valley	21,044	1.0377%	\$799,666	\$5,089	0.64%
County - Unincorporated	180,033	8.8773%	\$6,841,198	\$20,190	0.30%
Total	2,028,013	100.0000%	\$77,063,868	\$0	0.00%

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 14

Date: August 1, 2007

Subject: Substitution of State Transit Assistance Fund (STAF) for \$8.149 million in 2006 State Transportation Improvement Program (STIP) Augmentation funds for Four (4) Transit Projects and Increase Funding for the Rancho Cucamonga Metrolink Station Pedestrian Undercrossing in the amount of \$1.401 million

- Recommendation:***
1. Approve the substitution of STAF for \$8.149 million in 2006 STIP Augmentation approved by the Board for the following four (4) Transit Projects: Chaffey College Transcenter, \$3.0 million; Yucca Valley Transit Center, \$0.7 million; Construction of Natural Gas Line to the new VVTA Facility, \$1.6 million; additional funding for the Rancho Cucamonga Metrolink Station Pedestrian Undercrossing, \$2.849 million.
 2. Approve an increase of \$1.401 million in STAF for the Rancho Cucamonga Metrolink Pedestrian Undercrossing for a New Total Budget of \$7.5 million.
 3. Approve amendments to the Omnitrans, Morongo Basin Transit Authority (MBTA), Victor Valley Transit Authority (VVTA) and SANBAG Passenger Rail Fiscal Year 2008-2012 Short Range Transit Plans (SRTPs) for the above projects.
 4. Approve amendment to Budget Task 50708000 – State Transit Assistance Fund increasing the Budget Authority by \$9,550,000 for a new Total of \$22,525,000 as identified in the Financial Impact Section.

*

Approved
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

Background:

On March 7, 2007, the Board approved a list of projects for programming the 2006 STIP Augmentation funds. Included in that list are the four transit projects totaling \$8.149 million in Public Transportation Account (PTA) shown below.

Project Sponsor	Project Description	Amount
Omnitrans	Chaffey College Transcenter	\$3,000,000
SCRRA	Rancho Cucamonga Pedestrian Undercrossing	\$2,849,000
VVTA	Construction of NG Line to New Facility	\$1,600,000
MBTA	Yucca Valley Transit Center	\$ 700,000
Total		\$8,149,000

All of the above projects were expected to receive an allocation in Fiscal Year 2007/2008. A combination of factors would not allow this to happen. First, the total requested funding for transit projects in the early years significant exceeded the amount of PTA funds available. In addition, as a result of the projected State Budget deficit, the Governor has proposed to significantly reduce the amount of funds available from the PTA. Because of the funding constraints and uncertainties, the California Transportation Commission moved the above projects to Fiscal Years 2008/2009 and 2009/2010 when adopting the STIP Augmentation. Therefore, staff is recommending that the Board approve the substitution of \$8.149 million in STAF for the above projects. The substitution of STAF funds will allow these projects to proceed on schedule.

Staff will request an AB 3090 project substitution for the \$8.149 million in PTA funds at a later date. The most likely project will be additional funding for commuter rail cars.

In addition to the substitution of STAF for STIP Augmentation funds, staff is recommending an increase in funding for the Rancho Cucamonga Metrolink Station pedestrian undercrossing. SCRRA is now completing design of the undercrossing and has identified a total project cost of \$7.5 million. The project has received a \$2.0 million appropriation from the FTA Job Access/Reverse Commute (JARC) program. The Board has previously approved (FY 2005/2006) \$1.0 million in LTF-Rail funds as match to the JARC funds. With the substitution of \$2.849 million in STAF for the STIP Augmentation funds, the project is still short by \$1.401 million. Staff is recommending that this shortfall be funded with additional STAF.

Financial Impact: This item is not consistent with the adopted Budget. An amendment increasing the Budget Authority for Task 50708000 – State Transit Assistance Fund by \$9,550,000 for a new total of \$22,250,000 is necessary. The combined increase in STAF of \$9,550,000 is available from the estimated Fiscal Year 2006/2007 unrestricted fund balance.

Reviewed By: This item was reviewed by the Commuter Rail Committee on July 19, 2007 and unanimously recommended for approval. (*Meeting chaired by Patricia Gilbreath*)

Responsible Staff: Michael Bair, Director of Transit and Rail Programs

DISCUSSION ITEMS

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 15

Date: August 1, 2007

Subject: State and Federal Legislative Program Update

Recommendation:* Receive report and file

Background: State Report

At time of print of this agenda item, the Legislature had not passed its 2007-08 budget; however, it is anticipated that the state budget will pass before the end of July. At the August board meeting, information will be made available concerning the state budget.

Federal Report

The federal Transportation, Housing and Urban Development appropriations bill has been "marked up" to include member requests. While this bill is currently being reviewed by conference committee, changes may be made to the bill prior to passage. For the upcoming August board meeting, this agenda item will discuss what SANBAG projects are currently included in this appropriations bill.

Financial Impact: This item has no financial impact upon the adopted SANBAG budget.

Reviewed By: This item has not been reviewed by any SANBAG policy committee. This item is scheduled for review by the Board of Directors on August 1, 2007.

Responsible Staff: Jennifer Franco, Director of Intergovernmental and Legislative Affairs

*

*Approved
Board of Directors*

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
■ San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 16

Date: August 1, 2007

Subject: Operations Analysis of the Barstow Area Transit

Recommendation:* Authorize the Release of Request for Proposal (RFP) 08029 – Operations Analysis of the Barstow Area Transit.

Background: As part of the development of the Fiscal Year 2007/2008 Budget, the City of Barstow requested that an operations analysis be conducted of the Barstow Area Transit system. Staff amended the Task 31608000 description and budget to reflect the requested change. On June 6th the Board approved the Agency Fiscal Year 2007/2008 Budget.

With input from the City of Barstow, staff has prepared the attached RFP 08029 to conduct an operations analysis of the Barstow Area Transit system. The schedule calls for the release of the RFP in August and a contract award in October. The study is expected to be completed by the end of February 2008.

Financial Impact: This item is consistent with the adopted Budget. The staff effort involved with the development of the RFP is provided for under Task 31608000 Barstow-County Transit. The funding source is LTF-Planning.

Reviewed By: This item was scheduled to be reviewed by the Mountain/Desert Committee on July 20, 2007, but due to a lack of quorum the Committee meeting was cancelled.

Responsible Staff: Victoria Baker, Senior Transit Analyst

*

*Approved
Board of Directors*

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

**SAN BERNARDINO ASSOCIATED
GOVERNMENTS**

**REQUEST FOR PROPOSAL
RFP 08029**

**OPERATIONS ANALYSIS OF THE
BARSTOW AREA TRANSIT**

Proposals Due: 4:00 p.m., September 7, 2007

OPERATIONS ANALYSIS OF THE BARSTOW AREA TRANSIT

A. BACKGROUND

In cooperation with the City of Barstow and the County of San Bernardino, the San Bernardino Associated Governments (SANBAG) is seeking proposals to conduct an operational analysis of the Barstow Area Transit System in San Bernardino County. The operational analysis shall include a the development of system goals and objectives and service standards; a review of existing transit services, including overall administration, the effectiveness and efficiency measures by type of service; a review of fare policy and structure; a review of user survey data collected in the Spring of 2005; a review of unmet transit needs testimony received during public hearings held in September 2007; the development of transit service improvement proposals; and the development of a four year operating and capital plan covering fiscal years 2008/2009 through 2011/2012.

The Barstow Area Transit (BAT) System is the result of a cooperative effort on the part of the City of Barstow and the County of San Bernardino. BAT provides public transit within the greater Barstow Area which includes the City of Barstow and the unincorporated communities of Daggett, Hinkley, Lenwood, Newberry Springs and Yermo. Fixed route service is provided with five (5) routes operating within the City of Barstow and the immediately adjacent unincorporated areas between the hours of 7:00 a.m. and 7:00 p.m., Monday through Friday; and between 9:00 a.m. and 7:00 p.m. on Saturdays. General public dial-a-ride service is also provided within the City of Barstow early in the morning beginning at 6:00 a.m., Monday through Friday and later in the evening from 7:00 p.m. to 11:30 p.m., Monday through Saturday and on Sundays/Holidays from 9:00 a.m. to 11:30 p.m. BAT also provides dial-a-ride service for elderly individuals and individuals with disabilities within the City of Barstow between the hours of 7:00 a.m. and 7:00 p.m., Monday through Friday and from 9:00 a.m. to 7:00 p.m. on Saturdays. In addition, BAT provides dial-a-ride service to the unincorporated areas between 6:00 a.m. and 10:45 p.m., Monday through Friday; 8:00 a.m. and 10:45 p.m. on Saturdays and 8:00 a.m. and 2:00 p.m. on Sundays. The City of Barstow also offers discounted Greyhound tickets for travel between the cities of Barstow, Victorville and San Bernardino.

For the current fiscal year, the BAT system is expected to operate 46,000 revenue hours of service with a fleet of 16 peak vehicles and an operating budget of \$2,561,600.

Under an agreement with the County of San Bernardino the City also administers three demand responsive contract services in Big River, Havasu Lake and Trona. These services are not to be included in the Operations Analysis. However, the oversight of these three services should be considered when reviewing the City's transit management responsibilities.

SCOPE OF WORK

As noted above the scope of work for the operational analysis will be the same for both transit systems. At a minimum the following tasks shall be completed:

1. The development goals and objectives and service standards for the BAT system is a critical component of the operational analysis. This activity will include interviews with community organizations and the City and County (1st District Supervisor) elected officials and staff. The goals and objectives and service standards shall provide guidance in the development of the short range transit plan.
2. The review of existing transit services, including overall administration of the transit program(s), the effectiveness and efficiency measures by type of service and by day of week (average weekday, Saturday and Sunday) will be conducted. This review shall include an analysis of revenue vehicle utilization, especially for the dial-a-ride services provided. It will also consider the implementation of recommendations from the FY 2003-2005 Triennial Performance Audit. The review will identify potential changes in the service to improve performance.
3. The review of fare policy and structure will include trends in the ratio of fares to operating cost over the last three years; the appropriateness of the existing fare structure, including fare zones, multi-ride fare media, and discounts for students, elderly individuals and individuals with disabilities. Any recommendations for change shall include an analysis of the impact on revenue collected.
4. The review of on-board survey data collected in 2005. SANBAG will provide the results of user surveys conducted in the Spring of 2005. The survey included length and frequency of use, trip purpose, auto availability, satisfaction and importance of service characteristics, and demographic information.
5. The review of unmet transit needs testimony received during public hearings held in September 2007. SANBAG will provide a summary of the testimony received from public hearings, emails and written correspondence as well as the SANBAG Board adopted definitions of "unmet transit needs" and "reasonable to meet". The review will determine whether there should be any changes made to existing service or any new services implemented to address unmet needs that can be reasonably met.

6. The review of existing and proposed residential, commercial and social service developments that may be underserved or not served at all. The review will determine the most efficient and effective method of providing service to any areas identified.
7. The review of applicable Intelligent Transportation System (ITS) applications that would benefit the operation of this rural system. Such review shall include but not be limited to Computer Assisted Dispatch, Automated Vehicle Location, Mobile Data Units, Bus Stop Annunciations and Electronic Fareboxes.
8. Using the results from the above tasks, transit administrative and service improvement proposals and possible changes to the fare structure will be developed and presented to the public, the City and County elected officials for consideration and comment. Transit service improvement proposals shall address capital requirements (equipment), if any, operating expenses and performance issues. Proposed changes to the fare structure shall include impact on total passenger revenue generated and the ratio of fare revenue to operating cost. The capital requirements will include potential ITS applications, and a cost/benefit analysis of procuring alternative fuel (CNG or Hythane (natural gas and hydrogen blend)) vehicles. A set of recommendations for administrative, service and capital improvements and/or fare structure changes will be developed at the conclusion of this task.
9. The development of a four year operating and capital plan covering fiscal years 2008/2009 through 2011/2012. This document will be a financially constrained short range transit plan (SRTP) for the BAT system. The SRTP will include the implementation of service improvement and fare structure recommendations. A phasing of the recommendations over multiple years may be appropriate. The SRTP shall include: a) the description of existing services, including goals, objectives and service standards, fare structure, fleet inventory with accumulated mileage as of December 30, 2007, a summary of service characteristics for fiscal year 2005/2006, 2006/2007 and estimated for fiscal year 2007/2008; b) an analysis of existing service needs and deficiencies with recommendations; c) a summary of service characteristics for fiscal years 2008/2009 through 2011/2012; d) a listing of capital improvements for the five-year period with project justification and funding sources; and e) a operations financial plan with funding sources for the four-year period. SANBAG will provide estimates of the traditional transit funding sources for the four-year period.

C. PROPOSED RFP AND SCOPE OF WORK SCHEDULE

Release of Request for Proposal	August 1, 2007
Request for Clarifications	August 10, 2007
Response to Requests for Clarifications	August 14, 2007
Proposals Due to SANBAG no later than 4:00 p.m.	September 7, 2007
Possible Proposer Interviews	September 12, 2007
Recommend Contract Award to SANBAG Mountain/Desert Committee	September 21, 2007
SANBAG Board Award of Contract	October 3, 2007
Notice to Proceed	October 5, 2007

It is anticipated that the development of the SRTP for the BAT system will be completed by the end of February 2008. Approval of the SRTP by the Barstow City Council would occur in March 2008.

Requests for clarifications shall be submitted in written or email format up to the close of business on August 10, 2007. Responses to the requests for clarifications shall be posted on the SANBAG web site by the close of day on August 14, 2007.

D. SUBMITTAL OF PROPOSALS

Interested firms may submit a proposal for conducting the operational analysis for one or both of the transit systems. Proposing firms are to submit one original and four (4) copies of their proposal by 4:00 p.m., Friday, September 7, 2007. Proposals shall be addressed as follows:

San Bernardino Associated Governments
Attn: Michael Bair, Director of Transit and Rail Programs
1170 W. 3rd Street, 2nd Floor
San Bernardino, CA. 92410-1715

Proposals shall be comprised of the following:

1. Proposal Transmittal Letter – Not to exceed two pages and identifying the individual responsible for committing the firm.
2. Proposed Scope of Work in Response to the RFP – Scope shall address the firm's understanding of the work to be performed, including identification of specific tasks, timelines and work effort (personnel hours by task). Proposing firms are encouraged to identify opportunities to perform the work in the most cost effective manner.

3. Qualifications of the Firm(s) – Experience of the firm in conducting similar type studies within the past five years. This section should be limited to no more than 15 pages. If subcontractors are to be used, provide brief statements of similar type work performed within the past five years.
4. Qualifications of Proposed Staff – Include a brief resume of proposed staff accompanied with the identification of similar work the proposed staff has participated in within the past five years. The same information should be provided for any subcontractors.
5. Project Management – Provide an explanation of the project management system and practices used to assure that the project is completed within the scheduled timeframe and that the quality of the products will meet SANBAG's requirements.
6. References – Provide at least three references for which the firms have provided similar work within the past five years. Client contact person name, with address and telephone number are to be provided. References for subcontractors shall also be provided.
7. Cost Proposal – Proposing firms are to prepare a cost proposal for each transit system work effort that includes a breakdown of expenses by proposed task. The cost proposal shall include all items that will be charged to SANBAG, including travel and other direct charges that will be involved in the project. Costs shall be segregated to show staff hours, rates and classification and administrative overhead. If subcontractors are to be used, the prospective contractor must indicate any mark-up.

E. BUDGET

The SANBAG Board has approved a budget of \$100,000 for the development of an operational analysis/short range transit plan for the BAT system.

F. CONTRACT TYPE

A cost-reimbursement not-to-exceed type of contract is anticipated. A ten percent retention will be held by SANBAG and released upon the successful completion of the work to be performed. The consultant will be paid based on work actually performed during the preceding month. The consultant should forward monthly invoices by the 15th of the following month. Each invoice shall be accompanied with a brief description of the work performed, identify any problems incurred and include suggested remedies in order to keep the project on schedule. Each invoice shall identify the total contract amount, the amount previously invoiced, the amount of SANBAG retention for that invoice and held to-date, and the remaining balance of the contract.

G. SANBAG CONTACT PERSONS:

Questions related to this RFP should be directed to the following individuals:

Primary Contact:

Michael A. Bair
Director of Transit and Rail Programs
San Bernardino Associated Governments
Phone (909) 884-8276, Ext 116
Fax (909) 885-4407
Email mbair@sanbag.ca.gov

Secondary Contact:

Beth Kranda
Transit Analyst
San Bernardino Associated Governments
Phone (909) 884-8276, Ext 159
Fax (909) 885-4407
Email: bkranda@sanbag.ca.gov

AGENCY REPORTS

-
- San Bernardino County Transportation Commission ■ San Bernardino County Transportation Authority
 - San Bernardino County Congestion Management Agency ■ Service Authority for Freeway Emergencies
-

AUGUST COMMUTER RAIL REPORT

1. PATRONAGE

San Bernardino Line:

Ridership on the San Bernardino Line decreased slightly (-1%) from last month but showed no change from the same month in 2006. So far, July patronage is slightly lower than June, currently averaging 11,427 passenger trips per weekday.

Saturday ridership was down 11% from last month but up a bit from the same month last year. Preliminary July data is lower than June with a current average of 3,040 passenger trips per Saturday.

Sunday ridership was down 3% from last month but up almost 18% from June 2006. As of mid-July, average Sunday ridership is 5% higher than June, currently at 2,211 passenger trips per Sunday.

Riverside-Ontario-Los Angeles Line:

Ridership on the Riverside Line dropped 3% from the record high set last month but remained strong with the second highest daily average ever for this line. A preview look at July ridership figures points to a slightly slower month with the current daily average at 4,969 passenger trips per weekday.

Inland Empire-Orange County (IEOC) Line:

June average daily ridership on the IEOC Line decreased just slightly (-2%) from last month but was up almost 8% compared to June 2006. At this point, July patronage is 6% lower than June with a current average of 4,422 passenger trips per weekday.

Total System:

Systemwide, average daily ridership decreased 1% from May. June 2007 was 2% higher than June 2006. Early data for July shows weaker patronage with a current average of 41,051 passenger trips per weekday.

Table 1

Average Weekday Daily Ridership*

	<u>San Bernardino</u>	<u>Riverside</u>	<u>IEOC</u>	<u>Systemwide</u>
June 2007	11,954	5,141	4,716	42,889
June 2006	11,956	4,625	4,384	42,090
% Change	- 0.0%	+ 11.2%	+ 7.6%	+ 1.9%

* Adjusted for Holidays

Table 2

Average Weekend Ridership

	<u>San Bernardino</u> <u>Saturday</u>	<u>San Bernardino</u> <u>Sunday</u>
June 2007	3,391	2,105
June 2006	3,345	1,790
% Change	+ 1.4%	- 17.6%

2. ON-TIME PERFORMANCE (arrival within 5 minutes of scheduled time)

San Bernardino Line:

On-time performance improved slightly for the San Bernardino Line this month compared to last month. Inbound trains held steady at 98% on time while outbound trains improved from 97% on time in May to 98% on time in June. Eleven of the twenty-five reported delays were due to "other" operations issues.

Riverside-Ontario-Los Angeles Line:

On-time performance for the Riverside Line worsened in June compared to May. While inbound trains continued to perform on time 98% of the time, outbound trains dropped from 97% on time in May to 94% on time in June. Mechanical difficulties caused six of the eleven reported delays and signals and communications accounted for another four delays.

Inland Empire-Orange County (IEOC) Line:

On-time performance results for the IEOC Line were mixed this month compared to last month. Northbound trains gained one percentage point and southbound trains dropped one point to finish June 94% and 96% on time, respectively. A third of the eighteen reported delays were due to signals and communications.

Table 3

On Time Performance

Percent of weekday trains arriving within 5 min. of scheduled time
(June 2007 vs. June 2006)

	<u>San Bernardino</u>		<u>Riverside</u>		<u>IEOC</u>	
	In	Out	In	Out	So.	No.
June 2007	98%	97%	98%	97%	97%	93%
June 2006	96%	94%	94%	91%	96%	93%



South Coast Air Quality Management District

21865 Copley Drive, Diamond Bar, CA 91765-4178
(909) 396-2000 • www.aqmd.gov

Members of the Governing Board:

July 18, 2007

Chairman
Dr. William A. Burke
Speaker of the Assembly
Appointee

Vice Chairman
S. Roy Wilson, Ed.D.
Supervisor, Fourth District
County of Riverside

Michael D. Antonovich
Supervisor, Fifth District
County of Los Angeles

Bill Campbell
Supervisor, Third District
County of Orange

Jane W. Carney
Senate Rules Appointee

Ronald O. Loveridge
Mayor, Riverside
Cities of Riverside County

Joseph K. Lyou, Ph.D.
Governor's Appointee

Gary C. Ovitt
Supervisor, Fourth District
County of San Bernardino

Jan Perry
Councilmember, 9th District
Cities Representative
Los Angeles County/Western Region

Miguel A. Pulido
Mayor, Santa Ana
Cities of Orange County

Tonia Reyes Uranga
Councilmember, City of Long Beach
Cities of Los Angeles County/
Eastern Region

Dennis R. Yates
Mayor, Chino
Cities of San Bernardino County

To: Mayors and Councilmembers

From: Dennis R. Yates, Mayor/City of Chino
Cities of San Bernardino County
Board Member, South Coast AQMD

Attached are the agenda items and the voting outcome of the July 13, 2007
AQMD Governing Board meeting.

PUBLIC HEARING ITEMS APPROVED AT JULY 13, 2007 BOARD MEETING

Consider SCAG's Goods Movement Control Measures and Adopt 2007 Final Air Quality Management Plan Transportation Conformity Budgets

At its June 1, 2007 meeting, the Board amended the 2007 Final Air Quality Management Plan (AQMP) Adoption Resolution to establish a 30-day public hearing notice for consideration of SCAG's Goods Movement Control Measures and adoption of the Transportation Conformity Budgets. Two options for conformity budgets are being considered. The first option does not assume the SCAG Goods Movement Control Measures and establishes conformity budgets based on additional mobile source control measures to be adopted by CARB, and the second option includes SCAG's two Goods Movement Measures for a High Speed Transport System, and Truck Only Lanes. The Board will hear testimony, consider whether to incorporate SCAG's Goods Movement Control Measures, and adopt the 2007 Final AQMP Transportation Conformity Budgets.

Majority Vote: 8 yes, 0 no, 4 absent

Amend Rule 1113 – Architectural Coatings

The proposed amendments to Rule 1113 – Architectural Coatings amend the definition of metallic pigmented coatings to remove reference to mica to be consistent with the federal architectural coating rule, update the test method used to determine the weight percent of elemental metal in metallic coatings to reflect current practice, and delete obsolete language. (Review: Stationary Source Committee, May 25, 2007)

Majority Vote: 8 yes, 0 no, 4 absent

Adopt Proposed Amended Rule 1309.1 - Priority Reserve and Re-Adopt Rule 1315 - Federal New Source Review Tracking System, and Issue Request for Proposal to Conduct Analysis on Energy Resource Planning, and Approve Inland Energy's Request for Inter-District Transfer of VOC Credits

The proposed amendments to Rule 1309.1 are to replace the amendments adopted on September 8, 2006 and in addition, establish air quality and economic criteria for the purchase of emission offset credits from the Priority Reserve by electrical generating facilities based on the location of the project. The proposal for Rule 1315 is to re-adopt the rule adopted on September 8, 2006. Staff also proposes to issue a request for proposal to conduct analysis on energy resource planning, and to approve Inland Energy's request for Inter-District transfer of VOC credits. (Review: Stationary Source Committee, May 25, 2007)

This item was postponed to a date to be determined.

PUBLIC HEARINGS SET FOR SEPTEMBER 7, 2007 BOARD MEETING**Amend Rule 1175 - Control of Emissions from Manufacture of Polymeric Cellular (Foam) Products**

The proposed amendments establish an alternative compliance option that has equivalent emission reduction benefits to the existing rule for expanded polystyrene block manufacturing operations. (Review: Stationary Source Committee, July 27, 2007)

Amend Rule 1112.1 – Emissions of Particulate Matter and Carbon Monoxide from Cement Kilns

The proposed amendments establish an alternative averaging time for grey portland cement kilns to that in Rule 407 contingent to carbon monoxide mass emission limitations. (Review: Stationary Source Committee, July 27, 2007)



REPORT: Mobile Source Air Pollution Reduction Review Committee

FROM: Gwenn Norton-Perry, SANBAG Representative to the MSRC

SYNOPSIS: Below is a summary of key issues addressed at the MSRC's special May 31, 2007 offsite annual retreat as well as their June 21, 2007 regular meeting. The MSRC's next meeting is Thursday, July 19, 2007, at 2 p.m. in Conference Room CC8.

Minutes

Minutes from the March 15 and April 19, 2007 meetings were unanimously approved.

MSRC Annual Retreat with its Technical Advisory Committee

The MSRC conducted its annual joint retreat with its Technical Advisory Committee on Thursday, May 31, 2007, at Cal Poly Pomona's Kellogg Center. The MSRC heard presentations on: 1) legislative issues and state activities including reducing greenhouse gas emissions, the low-carbon fuel standard, and petroleum reduction; 2) CARB's actions over the last year and its funding priorities which primarily focus on climate change and reducing greenhouse gas emissions as well as NOx reductions to meet federal and ozone PM2.5 measures; and 3) the guiding principles in the 2007 AQMP and AQMD's priorities, such as acceleration of fleet modernization including off-road vehicles and a greater penetration of clean engine technologies, high emitting vehicle identification and repairs, technology demonstrations, and continued incentive funding. The MSRC also heard topic points and counterpoints for supporting projects in the areas of natural gas, plug-in hybrids, bio-fuels, and greenhouse gases. The MSRC heard briefings on the following possible funding areas: big rig freeway service patrol projects; transit passes for community college students; and off-road construction equipment repowers and retrofits including potentially funding eligible projects on the Carl Moyer Program backup list. At the conclusion of the retreat, the MSRC directed its Technical Advisory Committee to convene its subcommittees and develop a range of options for their consideration.

Annual Elections of MSRC Chair and Vice Chair

The MSRC's Operational Policies and Procedures call for the annual election every May of the chair and vice chair of the MSRC and its Technical Advisory Committee (MSRC-TAC). At its May 31, 2007 meeting, the MSRC unanimously re-elected its current chair Gwenn Norton-Perry, who is a Council Member of Chino Hills and represents the San Bernardino Associated Governments on the MSRC. This will be her fourth term as chair. The MSRC also unanimously re-elected Ron Roberts as its vice-chair for another one-year term. Mr. Roberts is a Council Member of Temecula and represents the Southern California Association of Governments on the MSRC. This will also be his fourth term.

At the MSRC-TAC's June 7, 2007 meeting, they unanimously voted to re-elect their current chair Gretchen Hardison for another one-year term. Ms. Hardison represents the City of Los Angeles. This will be her fifth term. The MSRC-TAC also re-elected its current vice-chair, Ryan Erickson, who represents the Orange County Transportation Authority. This will be his second term.

Award to Certified Transportation Services for CNG School Bus Incentives

The MSRC allocated \$4 million under the FY 2006-07 Work Program for CNG school bus incentives for private pupil transportation providers, and requested the AQMD administer the program on a first-come, first-served basis. Of the \$4 million, a total of \$3,012,629 has already been committed. Certified Transportation Services has requested funding for one full-size Type D CNG school bus. Since they are a small private provider, they are unable to negotiate directly with school bus manufacturers. Consequently, they are requesting \$60,000 in funding to match the incentive provided to public school districts. At its June 21, 2007 meeting the MSRC unanimously approved an award of \$60,000 to Certified Transportation Services. The AQMD Board will consider this item at its July 13, 2007 meeting.

Alternative Fuel Infrastructure Awards under FY 2006-07 Work Program

The MSRC allocated \$3.5 million for the implementation of an alternative fuel infrastructure program. Eligible projects included new as well as upgraded or expanded alternative refueling stations as well as maintenance facility modifications. New publicly accessible stations are eligible for 50 percent of hardware and installation costs up to a maximum of \$250,000 to \$350,000 depending upon station type. At its June 21, 2007 meeting, the MSRC unanimously approved two awards: 1) A contract to Rainbow Disposal in an amount not to exceed \$350,000 towards construction of a CNG refueling station in Huntington Beach; and 2) A contract to Clean Energy in an amount not to exceed \$350,000 towards construction of an L/CNG refueling station in Long Beach. The AQMD Board will consider these two contract awards at its July 13, 2007 meeting. The Alternative Fuel Infrastructure Funding Opportunities Program Announcement #PA2007-05 closed on October 6, 2006. Additional applications received by the end date are being considered by the MSRC's Technical Advisory Committee and will be brought forward in the near future.

OCTA's Freeway Service Patrol Program Project Scope

As part of its FY 2005-06 Phase I Work Program, the MSRC allocated \$3.95 million to the four county transportation commissions (CTCs) to implement Efficiency Freeway Service Patrol (FSP) Programs. The project categories included implementation of new or expanded FSP beats as well as projects that demonstrate technologies which improve FSP efficiency. Funding was allocated starting with an initial \$700,000 per county geographic minimum with the remaining \$1.15 million funds distributed using their Tier 1 Statewide FSP formula. The Orange County Transportation Authority (OCTA) was awarded \$928,704 on this basis. The AQMD Board approved this sole-source contract on September 9, 2005. Since OCTA's project scope differed significantly from that of the other three CTCs, which plan to use their funding to implement new and/or expanded beats, it was decided the MSRC should take formal action to approve it. Specifically, OCTA proposes to use their funding to install automated vehicle locator and mobile data terminal (AVL/DMT) systems in their entire FSP fleet. The system's purpose is to increase efficiency, providing faster FSP response times to accident scenes and inoperable vehicles. Increased efficiency would in turn reduce vehicle emissions by reducing traffic congestion and idling time. Since the program allowed projects that demonstrate technologies which improve FSP efficiency, the MSRC unanimously approved the FSP project proposed by OCTA at its June 21, 2007 meeting. Although the AQMD Board previously approved the sole-source award to OCTA, the MSRC seeks AQMD Board approval of the project scope. The AQMD Board will consider this item at its July 13, 2007 meeting.

Contract Modifications for Vehicle Substitutions or Infrastructure Station Location Changes

At its June 21, 2007 meeting, the MSRC considered four contract modifications under the FYs 2003-04 and 2005-06 Work Programs. It was determined these modifications needed to be approved by the AQMD Board as well. The AQMD Board will consider these modifications at its July 13, 2007 meeting. They are as follows:

- 1) For Cathedral City Contract #ML04037, substitution of one heavy-duty CNG vehicle for two medium-duty CNG vehicles instead; therefore, the modified contract to Cathedral City will be for the purchase of up to three medium-duty and one heavy-duty CNG vehicles with no change to the \$50,000 contract value;
- 2) For County of Orange Contract #ML04038, substitution of one heavy-duty CNG vehicle for one medium-duty CNG vehicle instead; therefore, the modified contract to County of Orange will be for the purchase of up to one medium-duty and four heavy-duty CNG vehicles and installation of CNG infrastructure with no change to the \$440,000 contract value
- 3) For City of San Fernando Contract #ML04037, change in location of CNG infrastructure; therefore, the modified contract to the City of San Fernando will be towards the purchase of up to two medium-duty and three heavy-duty CNG

- vehicles and installation of CNG infrastructure in the amount of \$262,042 (a reduction from the original MSRC and Board award); and
- 4) For City of Rancho Cucamonga Contract #ML06057, substitution of one natural gas heavy-duty truck for a natural gas street sweeper instead; therefore, the modified contract to the City of Rancho Cucamonga will be for the purchase of up to one natural gas heavy-duty truck and three natural gas street sweepers with no change to the \$100,000 contract value.

Budget Transfer and Miscellaneous Expenditures Reports

Administrative costs for the AB 2766 Discretionary Program are limited to five percent annually per statute. Every year the MSRC adopts an Administrative Budget for the upcoming fiscal year to ensure costs remain within this limitation. For FY 2007-08, the MSRC adopted an Administrative Budget in the amount of \$634,571, which is more than \$100,000 below the cap. While the Administrative Budget is adopted annually by the MSRC, expenditures are not directly drawn from the MSRC fund account, but are taken directly from the AQMD's budget and subsequently reimbursed from the MSRC fund account. More recently, AQMD staff has found that the AQMD Budget may not have sufficient funds to cover the MSRC administrative expenditures in addition to its own expenditures and must reallocate funds to cover any expenditure exceeding the budget. At its June 21, 2007 meeting, the MSRC unanimously approved a fund transfer of \$56,900 to the AQMD Science & Technology Advancement FY 2007-08 Budget for the Miscellaneous Direct and Travel Costs included in the MSRC's FY 2007-08 Administrative Budget. Staff will diligently track expenses throughout the year, report to the MSRC on a quarterly basis, and any unused monies will be transferred back to the MSRC's fund account (Fund 23) at the end of the fiscal year. A similar process is followed when the AQMD receives grant funds from the U.S. EPA. The AQMD Board will consider this item at its July 13, 2007 meeting.

For FY 2005-06 the MSRC adopted an Administrative Budget in the amount of \$618,615 and allocated \$41,440 for the reimbursement of miscellaneous administrative and mailing costs, in addition to \$2,500 for travel. AQMD staff reported that actual FY 2005-06 fourth quarter expenses were \$9,321.16 and total FY 2005-06 actual costs were \$30,920.27. The MSRC unanimously received and filed this quarterly expense report.

For FY 2006-07 the MSRC adopted an Administrative Budget in the amount of \$619,146 and allocated \$55,690 for the reimbursement of miscellaneous administrative and mailing costs, in addition to \$2,500 for travel. AQMD staff reported that actual FY 2006-07 first quarter expenses were \$8,905.27. The MSRC unanimously received and filed this quarterly expense report.

Contract Modification Requests

At its June 21, 2007 meeting, the MSRC considered three contract modification requests and took action, as follows:

1. For City of Whittier Contract #ML04012, which provides \$153,333 towards the purchase of three heavy-duty and three medium-duty CNG vehicles and installation of a CNG station, approval of a no-cost, one-year contract term extension;
2. For City of Inglewood Contract #ML05026, which provides \$60,000 towards the purchase of two CNG transit buses and one CNG pothole patch truck, approval of a no-cost, six-month contract term extension; and
3. For Sanitation Districts of Los Angeles County Contract #PT06007, which provides \$108,000 to install 24 diesel exhaust aftertreatment devices, approval to extend the deadline for installation from 12 to 15 months from contract execution.

The MSRC previously awarded two sole-source contracts to: 1) BusWest in the amount of \$90,930 to provide the lease of two CNG Thomas Built school buses; and 2) S-W Compressors in the amount of \$60,000 to provide the lease of two temporary CNG stations. No changes are proposed to these two sole-source contracts, which were issued to implement a Mountain Area CNG School Bus Demonstration Program. However, it was originally intended that two different schools would each receive one leased bus with a temporary fueling station. Bear Valley Unified School District has enthusiastically embraced the demonstration program. However, Rim of the World Unified School District continues to express concerns including citing a CNG station anywhere near a school. Since Bear Valley has expressed a desire to demonstrate both buses, the MSRC unanimously decided to allocate both demonstration buses along with their temporary fueling stations, if it is determined both stations are needed, to Bear Valley. The buses will be used in regular school service for all applications with no restrictions including traveling up and down the mountain.

Received and Approved Final Reports

At its June 21, 2007 meeting the MSRC received and approved one final report for City of Signal Hill Contract #ML05017, which provided \$126,000 for traffic signal synchronization.

All final reports are filed in the AQMD's library and a two-page summary of each closed project can be viewed in the electronic library on the MSRC's website. It is anticipated that in the future the MSRC's website, <http://www.cleantransportationfunding.org>, will include complete final reports in its electronic library.

Contracts Administrator's Report

The MSRC's AB 2766 Contracts Administrator provides a written status report on all open contracts from FY 2000-01 through the present.

ADDITIONAL INFORMATION

APPOINTING/ELECTING AUTHORITY	REGIONAL COUNCIL (12:00 noon)	POLICY COMMITTEES (RC Members Serve on One Each) (Subregional Appointments) (County Commissions Appoint One to TCC) (10:00 a.m.)		
		Community, Economic, and Human Development	Energy and Environment	Transportation and Communications
District 6 (Grand Terrace, Colton, Loma Linda, Redlands, Yucaipa)	L. Garcia			L. Garcia
District 7 (San Bernardino, Highland)	L. McCallon	L. McCallon		
District 8 (Rialto, Fontana)	D. Robertson	D. Robertson		
District 9 (Rancho Cucamonga, Upland, Montclair)	P. Eaton		P. Eaton	
District 10 (Chino, Chino Hills, Ontario)	A. Wapner			A. Wapner
District 11 (Bartow, Big Bear, Needles, Twentynine Palms, Yucca Valley)	L. Dale			L. Dale
District 65 (Adelanto, Apple Valley, Hesperia, Victorville)	T. Jasper	T. Jasper		
San Bernardino County	G. Ovitt			G. Ovitt
SANBAG Acting as County Transportation Commission	P. Leon			P. Leon
SANBAG Subregional Appointees*		K. Chastain	J. Harrison	M. Nuaimi
*One appointee to each policy committee for a total of three appointees per subregion, plus one additional appointee for every SCAG District over three in the subregion. SANBAG has a total of seven subregional appointees to the policy committees.		Vacant (D. Williams) Vacant (L. McCallon)	P. Lilburn	Vacant (G. George)

Rules of Appointment

1. SANBAG policy stipulates that all SANBAG appointees be SANBAG Board Members.
2. SCAG President appoints Regional Council members to Standing and Policy Committees.

Terms of Appointment

Terms of appointment for Regional Council members representing odd numbered districts expire immediately following the SCAG General Assembly in April of odd numbered years. Terms of appointment for Regional Council members representing even numbered districts expire immediately following the SCAG General Assembly in May of even numbered years. SANBAG appointments to SCAG Policy Committees are for a term from May through the next regular SCAG general assembly of the following year.

Stipend

SCAG provides Regional Council members \$100 per day for a maximum of four meetings per month, plus mileage. A stipend for the fifth meeting per month may be received on approval by SCAG's Executive Director. SCAG also provides subregional appointees representing SANBAG on SCAG Policy Committees \$70 per meeting.

Meeting Information

The regular meetings of SCAG Regional Council, Standing Committees, and Policy Committees are on the first Thursday of each month at the SCAG Offices located at 818 W. Seventh Street, Los Angeles:

10:00 a.m., Policy Committees
12:00 noon, Regional Council

Policy Committees

Community, Economic, and Human Development: Provides policy recommendations to the Regional Council on subjects of housing, land use, resource, economic, community development, infrastructure, employment, and regional disaster preparedness issues. Reviews and recommends to the Planning Committee revisions to the Housing, Economy, Growth Management, Human Resources, and Finance Chapters of the Regional Comprehensive Plan and Guide.

Energy and Environment: Acts as the policy advisory committee to the Regional Council on environmental issues, including air and water, hazardous, solid waste management, natural resources conservation, and energy conservation. Reviews the Environmental Impact Report of the Regional Comprehensive Plan and Guide. Provides recommendations to the Planning Committee on state and federal legislative proposals and administrative guidelines affecting environmental quality, resource conservation.

Transportation and Communications: Acts as the policy advisory committee to the Regional Council on all regional matters pertaining to the movement of goods and people on land, water, and air. Reviews and recommends to the Regional Council all major utility development plans. Addresses the location, size, or capacity, timing, and impact of facilities.

SANBAG Policy Committee Membership

July 20, 2007

COMMITTEE	PURPOSE	MEMBERSHIP	TERMS
Administrative Committee SANBAG President, Vice President, and Immediate Past President 3 East Valley (2 City, 1 County) 3 West Valley (2 City, 1 County) 3 Mt/Desert (2 City, 1 County) City members shall be SANBAG Board Members elected by caucus of city SANBAG Board Members within the subarea. Supervisors collectively select their representatives. The SANBAG Vice President shall serve as Chair of the Administrative Committee.	Makes recommendations to Board of Directors and: (1) Provides general policy oversight which spans the multiple program responsibilities of the organization and maintains the comprehensive organization integrity; (2) Provides policy direction with respect to administrative issues, policies, budget, finance, audit, and personnel issues for the organization; (3) Serves as policy review committee for any program area that lacks active policy committee oversight. Committee has authority to approve contracts of up to \$25,000 with Board of Directors ratification to follow.	Gary Ovitt, Supervisor, Vice President (Chair) Lawrence Dale, Barstow, President (Vice Chair) Dennis Hansberger, Supervisor, Past President Paul Biane, Supervisor Robert Christman, Loma Linda Kevin Cole, Twentynine Palms Bea Cortes, Grand Terrace Paul Eaton, Montclair Josie Gonzales, Supervisor Brad Mitzelfelt, Supervisor Gwenn Norton-Perry, Chino Hills Rick Roelle, Apple Valley	6/30/2008 6/30/2008 6/30/2008 12/31/2008 12/31/2007 12/31/2008 12/31/2008 12/31/2008 12/31/2007 12/31/2007 12/31/2007 12/31/2007 12/31/2007
Commuter Rail Committee Nine Valley-elected officials, four of who shall be the Southern California Regional Rail Authority primary (*) and alternate (**) members. The terms of appointments for SCRRA members and alternates shall be concurrent with their term on SCRRA. The four remaining members shall be SANBAG Board Members appointed by the SANBAG President for two-year terms.	Provides policy guidance and recommendations to the SANBAG Board of Directors and Southern California Regional Rail Authority delegates with respect to commuter rail service in San Bernardino County. * SCRRA Primary Member ** SCRRA Alternate Member	Pat Gilbreath, Redlands** (Chair) Paul Eaton, Montclair* (Vice Chair) Kelly Chastain, Colton Robert Christman, Loma Linda Bea Cortes, Grand Terrace Larry McCallon, Highland Pat Morris, San Bernardino* Paul Leon, Ontario Diane Williams, Rancho Cucamonga**	Indeterminate (6/30/2008) Indeterminate (6/30/2008) 12/31/2007 12/31/2007 12/31/2008 12/31/2008 Indeterminate 12/31/2008 Indeterminate
Mountain/Desert Committee Membership consists of SANBAG Board Members from each Mountain/Desert jurisdiction and County Supervisors representing the First and Third Districts.	Provides ongoing policy level oversight related to the full array of SANBAG responsibilities as they pertain specifically to the Mountain/Desert subregion. The Committee also meets as the Mountain/Desert Measure I Committee as it carries out responsibilities for Measure I Mountain/Desert Expenditure Plan.	Rick Roelle, Apple Valley (Chair) Dennis Hansberger, Supervisor (Vice Chair) Kevin Cole, Twentynine Palms Lawrence Dale, Barstow Bill Jahn, Big Bear Lake Mike Leonard, Hesperia Chad Mayes, Yucca Valley Brad Mitzelfelt, Supervisor Trinidad Perez, Adelanto Mike Rothschild, Victorville Rebecca Valentine, Needles	Indeterminate (6/30/2008) Indeterminate (6/30/2008) Indeterminate Indeterminate Indeterminate Indeterminate Indeterminate Indeterminate Indeterminate Indeterminate Indeterminate

SANBAG Policy Committee Membership

[illegible]

Policy Committee Meeting Times

Administrative Committee	Second Wednesday, 9:00 a.m., SANBAG Offices
Commuter Rail Committee	Third Thursday every other month following the SANBAG Board meeting (Odd Months), 12:00 noon, SANBAG Offices
Major Projects Committee	Second Thursday following the SANBAG Board meeting, 9:00 a.m., SANBAG Offices
Mountain/Desert Committee	Third Friday, 9:00 a.m., Apple Valley
Plans & Programs Committee	Third Wednesday, 1:00 p.m., SANBAG Offices

SANBAG Policy Committee Membership

July 20, 2007

SANBAG Ad Hoc Committees

COMMITTEE	PURPOSE	MEMBERSHIP
<p>Ad Hoc Committee on Debt Financing In January 2007, the SANBAG President was authorized to appoint 3 to 5 members to this committee. In May 2007, Lawrence Dale (Barstow); Pat Gilbreath (Redlands); and Robert Christman (Loma Linda) were appointed.</p>	<p>Makes recommendations to the Administrative Committee on issues including, but not limited to, the size and timing of bond sales, additional bonds test, debt structure (maturities, fixed verses variable, redemption provisions), bond permitted investments, and use of hedging strategies.</p>	<p>Lawrence Dale, Barstow Pat Gilbreath, Redlands Robert Christman, Loma Linda</p>
<p>Ad Hoc Committee to Review Council of Government Roles In June 2006, the SANBAG President appointed the committee.</p>	<p>Reviews SANBAG activities and Board Member requests related to SANBAG's role as a Council of Governments.</p>	<p>Kelly Chastain, Colton (Chair) Dennis Hansberger, SBCO, representing East Valley and Mountain/Desert Josie Gonzales, SBCO, representing the East Valley John Pomierski, Upland, representing West Valley and recognizing his position as Major Projects Committee Chair Pat Morris, San Bernardino, representing the East Valley Paul Eaton, Montclair, representing the West Valley and recognizing his position as Plans & Programs Committee Chair Vacant - Jim Lindley, Hesperia, representing Mountain/Desert and recognizing his position as Mountain/Desert Committee Vice Chair.</p>
<p>Ad Hoc Committee on Litigation with San Bernardino County Flood Control District (Colonies Development) In January 2007, the SANBAG President was authorized to appoint an ad hoc review committee of SANBAG Board Members who do not represent local jurisdictions party to the San Bernardino County Flood Control District vs. SANBAG litigation relative to the Colonies Development</p>	<p>Reviews and provides guidance on litigation with San Bernardino County Flood Control District (Colonies Development).</p>	<p>Pat Morris, San Bernardino, Chair Mark Nuaimi, Fontana Pat Gilbreath, Redlands Richard Riddell, Yucaipa Larry McCallon, Highland</p>

SANBAG Acronym List

1 of 2

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CAC	Call Answering Center
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CALTRANS	California Department of Transportation
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CHP	California Highway Patrol
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CSAC	California State Association of Counties
CTA	California Transit Association
CTAA	Community Transportation Association of America
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DMO	Data Management Office
DOT	Department of Transportation
E&H	Elderly and Handicapped
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EPA	United States Environmental Protection Agency
ETC	Employee Transportation Coordinator
FEIS	Final Environmental Impact Statement
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICMA	International City/County Management Association
ICTC	Interstate Clean Transportation Corridor
IEEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
JARC	Job Access Reverse Commute
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds
MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MIS	Major Investment Study
MOU	Memorandum of Understanding

SANBAG Acronym List

2 of 2

MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
MTP	Metropolitan Transportation Plan
NAT	Needles Area Transit
OA	Obligation Authority
OCTA	Orange County Transportation Authority
OWP	Overall Work Program
PA&ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PPM	Planning, Programming and Monitoring Funds
PSR	Project Study Report
PTA	Public Transportation Account
PVEA	Petroleum Violation Escrow Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
ROD	Record of Decision
RTAC	Regional Transportation Agencies' Coalition
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SANBAG	San Bernardino Associated Governments
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SED	Socioeconomic Data
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 st Century
TIA	Traffic Impact Analysis
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TOC	Traffic Operations Center
TOPRS	Transit Operator Performance Reporting System
TSM	Transportation Systems Management
USFWS	United States Fish and Wildlife Service
UZAs	Urbanized Areas
VCTC	Ventura County Transportation Commission
VTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments

San Bernardino Associated Governments



MISSION STATEMENT

To enhance the quality of life for all residents, San Bernardino Associated Governments (SANBAG) will:

- Improve cooperative regional planning
- Develop an accessible, efficient, multi-modal transportation system
- Strengthen economic development efforts
- Exert leadership in creative problem solving

To successfully accomplish this mission, SANBAG will foster enhanced relationships among all of its stakeholders while adding to the value of local governments.

Approved June 2, 1993
Reaffirmed March 6, 1996